

RESOLUTION NO. 14R-2444

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 Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.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 2nd day of September, 2014.

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Willie Charles Shaw, Mayor

ATTEST:

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City Auditor and Clerk

<u>Yes</u>	Mayor Shaw
<u>Yes</u>	Vice Mayor Chapman
<u>Yes</u>	Commissioner Caragiulo
<u>Yes</u>	Commissioner Snyder
<u>Yes</u>	Commissioner Atwell

**EXHIBIT A**  
**City of Sarasota**  
**Budget Amendment for 2013-14**

Backup #	Account Code	Project Description	Appropriated	
			Expense	Revenue
<b><u>SHIP Grant</u></b>				
9/02-01	067-258-000-000804-000000	Transfer funds into the Down Payment Assistance	\$ (500,000)	\$ -
	067-199-000-000804-000000	Program from the Home Rehabilitation Program within the Grant	500,000	
<b><u>OPEB</u></b>				
9/02-02	684-041-000-369400-000000	Increase Revenue and Expense budget for higher than anticipated revenues and expenses		435,000
	684-039-000-361701-000000			30,754
	684-041-000-000435-000000		387,050	
	684-041-000-000432-000000		40,004	
	684-041-000-005435-000000		17,550	
	684-041-000-000437-000000		21,150	
9/02-03	<b><u>General Fund</u></b>			
		Reduce budgeted expenditures due to budgeted revenue shortfalls		
	001-731-215-354007-000000	Revenue Reduction		(1,190,134)
	001-026-619-000320-000000	FACILITIES MANAGEMENT - \$64,320	(1,000)	
	001-026-619-000427-000000		(5,000)	
	001-026-619-000438-000000		(5,000)	
	001-026-615-000672-000000		(30,000)	
	001-026-616-002316-000000		(7,320)	
	001-026-619-002316-000000		(6,000)	
	001-026-616-004432-000000		(6,000)	
	001-026-619-004432-000000		(4,000)	
	001-040-000-000320-000000	URBAN DESIGN STUDIO - \$25,000	(25,000)	
	001-033-632-000804-000000	NEIGHBORHOOD DEVELOPMENT SVC - \$66,562	(40,000)	
	001-033-632-000428-000000		(16,000)	
	001-033-632-000571-000000		(3,000)	
	001-033-654-000313-000000		(562)	
	001-033-655-000313-000000		(1,000)	
	001-033-655-000571-000000		(6,000)	
	001-039-000-000679-000620	MISCELLANEOUS ADMINISTRATION - \$247,661	(200,000)	
	001-039-000-000437-002127		(10,410)	
	001-039-000-000804-011077		(25,888)	
	001-039-000-000436-011097		(11,363)	
	001-001-000-000320-000000	CITY COMMISSION - \$6,000	(2,000)	
	001-001-000-040426-000000		(1,000)	
	001-001-000-053426-000000		(1,000)	
	001-001-000-054426-000000		(1,000)	
	001-001-000-056426-000000		(1,000)	
	001-020-000-020426-000000	CITY MANAGER'S OFFICE - \$27,500	(1,000)	
	001-020-000-000439-000000		(1,000)	
	001-020-000-000437-001981		(25,500)	

Backup #	Account Code	Project Description	Appropriated	
			Expense	Revenue
	001-021-000-000313-000000	COMMISSION SUPPORT - \$200	(50)	
	001-021-000-000380-000000		(50)	
	001-021-000-000426-000000		(50)	
	001-021-000-000680-000000		(50)	
	001-084-000-000426-000000	CHILDREN'S FOUNTAIN - \$200	(200)	
	001-086-000-000318-000000	SKATEBOARD PARK - \$9,681	(400)	
	001-086-000-000320-000000		(400)	
	001-086-000-000437-000000		(500)	
	001-086-000-000547-000000		(4,000)	
	001-086-000-000558-000000		(1,000)	
	001-086-000-000672-000000		(3,000)	
	001-086-000-004432-000000		(381)	
	001-090-704-000310-000000	PARKS & LANDSCAPE MAINTENANCE - \$158,175	(5,000)	
	001-090-702-000312-000000		(1,000)	
	001-090-702-000319-000000		(1,000)	
	001-090-704-000320-000000		(1,000)	
	001-090-704-000430-000000		(300)	
	001-090-701-000436-000000		(1,000)	
	001-090-701-000437-000000		(500)	
	001-090-702-000438-000000		(46,500)	
	001-090-702-000451-000000		(30,750)	
	001-090-702-000558-000000		(1,500)	
	001-090-702-000559-000000		(3,000)	
	001-090-702-000562-000000		(650)	
	001-090-701-000563-000000		(200)	
	001-090-704-000636-001742		(30,000)	
	001-090-704-000636-001743		(30,000)	
	001-090-701-004432-000000		(5,775)	
	001-091-000-000318-000000	LIDO BEACH - \$8,868	(500)	
	001-091-000-000382-000000		(1,000)	
	001-091-000-000440-000000		(1,500)	
	001-091-000-000562-000000		(3,000)	
	001-091-000-000566-000000		(500)	
	001-091-000-000683-000000		(600)	
	001-091-000-004432-000000		(1,768)	
	001-118-000-000319-000000	R. L. TAYLOR COMMUNITY COMPLEX - \$63,526	(1,000)	
	001-118-000-000320-000000		(6,000)	
	001-118-000-000322-000000		(1,000)	
	001-118-000-000426-000000		(2,000)	
	001-118-000-000427-000000		(500)	
	001-118-000-000428-000000		(3,000)	
	001-118-000-000430-000000		(300)	
	001-118-000-000437-000000		(6,000)	
	001-118-000-000438-000000		(16,000)	
	001-118-000-000451-000000		(12,500)	
	001-118-000-000455-000000		(1,500)	
	001-118-000-000561-000000		(1,500)	
	001-118-000-004432-000000		(9,226)	

Backup #	Account Code	Project Description	Appropriated	
			Expense	Revenue
	001-138-711-000320-000000	STREET & HIGHWAY MAINTENANCE - \$137,386	(300)	
	001-138-711-004432-000000		(346)	
	001-138-712-000312-000000		(2,000)	
	001-138-712-000320-000000		(440)	
	001-138-712-000437-000000		(4,000)	
	001-138-712-000451-000000		(30,150)	
	001-138-712-000545-000000		(1,500)	
	001-138-712-000546-000000		(1,000)	
	001-138-712-000550-000000		(5,000)	
	001-138-712-000559-000000		(5,000)	
	001-138-712-000565-000000		(2,000)	
	001-138-712-000679-000000		(3,000)	
	001-138-712-000690-000000		(6,000)	
	001-138-713-000312-000000		(3,000)	
	001-138-713-000320-000000		(2,000)	
	001-138-713-000380-000000		(500)	
	001-138-713-000430-000000		(300)	
	001-138-713-000435-000000		(1,000)	
	001-138-713-000438-000000		(51,000)	
	001-138-713-000451-000000		(14,850)	
	001-138-713-000564-000000		(2,000)	
	001-138-713-000690-000000		(2,000)	
	001-158-623-000313-000000	CONSTRUCTION SERVICES - \$2,900	(400)	
	001-158-624-000680-000000		(1,500)	
	001-158-623-000680-000000		(1,000)	
	001-850-000-000695-000000	SPECIAL EVENTS - \$500	(500)	
	001-799-099-000426-000000	POLICE ADVISORY PANEL - \$500	(500)	
	001-032-644-000313-000000	HUMAN RESOURCES - \$27,092	(1,088)	
	001-032-644-000314-000000		(1,000)	
	001-032-644-000321-000000		(41)	
	001-032-644-000328-000000		(100)	
	001-032-644-000332-000000		(126)	
	001-032-644-000380-000000		(153)	
	001-032-644-000381-000000		(84)	
	001-032-644-000382-000000		(618)	
	001-032-644-000424-000000		(400)	
	001-032-644-000426-000000		(700)	
	001-032-644-000428-000000		(130)	
	001-032-644-000437-000000		(5,770)	
	001-032-644-000439-000000		(920)	
	001-032-644-000440-000000		(5,000)	
	001-032-644-000448-000000		(2,368)	
	001-032-644-000556-000000		(94)	
	001-032-644-000571-000000		(3,000)	
	001-032-644-000680-000000		(1,000)	
	001-032-644-005427-000000		(297)	
	001-032-647-005427-000000		(45)	
	001-032-671-000424-000000		(224)	
	001-032-671-001313-000000		(300)	
	001-032-671-005427-000000		(72)	
	001-032-672-000320-000000		(500)	
	001-032-672-000332-000000		(42)	

Backup #	Account Code	Project Description	Appropriated	
			Expense	Revenue
	001-032-672-000380-000000		(50)	
	001-032-672-000424-000000		(300)	
	001-032-672-000430-000000		(200)	
	001-032-672-000443-000000		(100)	
	001-032-672-000680-000000		(1,000)	
	001-032-672-005427-000000		(232)	
	001-032-673-000332-000000		(200)	
	001-032-673-000380-000000		(50)	
	001-032-673-000381-000000		(84)	
	001-032-673-000426-000000		(600)	
	001-032-673-000556-000000		(50)	
	001-032-673-000683-000000		(100)	
	001-032-673-005427-000000		(54)	
	001-037-613-000429-000000	FINANCIAL ADMINISTRATION - \$34,129	(16,200)	
	001-037-613-000438-000000		(17,929)	
	001-711-122-001437-000000	POLICE DEPARTMENT - \$179,514	(13,574)	
	001-724-000-002209-000000		(17,000)	
	001-724-099-000212-000000		(250)	
	001-724-099-002209-000000		(325)	
	001-724-133-001320-000000		(125)	
	001-724-140-003559-000000		(1,500)	
	001-724-153-026437-000000		(1,500)	
	001-724-156-000683-000000		(2,000)	
	001-724-156-003557-000000		(500)	
	001-724-159-000382-000000		(1,000)	
	001-724-159-000559-000000		(1,500)	
	001-724-159-000682-000000		(2,000)	
	001-724-159-001320-000000		(1,510)	
	001-724-159-002209-000000		(1,500)	
	001-724-159-008320-000000		(2,000)	
	001-724-162-000559-000000		(2,013)	
	001-724-162-000683-000000		(4,110)	
	001-724-162-000690-000000		(3,950)	
	001-724-165-023437-000000		(250)	
	001-724-167-000683-000000		(1,000)	
	001-724-167-001320-000000		(1,000)	
	001-724-169-000320-000000		(1,000)	
	001-724-169-001320-000000		(8,447)	
	001-724-169-002316-000000		(1,000)	
	001-724-197-001320-000000		(1,894)	
	001-724-197-004320-000000		(500)	
	001-729-211-000437-000000		(500)	
	001-729-211-000440-000000		(500)	
	001-729-211-016437-000000		(6,248)	
	001-731-101-002432-000000		(470)	
	001-731-101-004432-000000		(21,945)	
	001-731-202-000313-000000		(1,386)	
	001-731-202-021437-000000		(500)	
	001-731-250-000382-000000		(1,000)	
	001-731-250-000683-001971		(4,160)	
	001-731-250-001320-000000		(1,500)	
	001-731-270-000321-000000		(250)	
	001-731-270-000381-000000		(500)	
	001-731-270-000443-000000		(250)	

Backup #	Account Code	Project Description	Appropriated	
			Expense	Revenue
	001-731-270-002426-000000		(5,000)	
	001-731-411-000672-000000		(50,000)	
	001-731-411-010438-000000		(4,167)	
	001-731-412-000382-000000		(1,000)	
	001-731-441-000313-000000		(150)	
	001-731-441-000439-000000		(40)	
	001-731-441-001320-000000		(2,000)	
	001-731-441-001427-000000		(1,500)	
	001-731-441-002427-000000		(5,000)	
	001-052-000-000432-000000	UNCLASSIFIED - \$90,286	(6,085)	
	001-052-000-000437-000000		(50)	
	001-052-000-000437-000200		(67,214)	
	001-052-000-004432-000000		(13,809)	
	001-052-000-000805-011120		(3,128)	
	001-042-684-000322-000000	City Auditor and Clerk - \$40,134	(4,230)	
	001-042-691-000695-000000		(5,000)	
	001-042-694-000381-000000		(2,000)	
	001-042-694-000681-000000		(8,904)	
	001-042-697-000320-000000		(1,000)	
	001-042-697-000439-000000		(1,000)	
	001-042-697-000441-000000		(3,000)	
	001-042-684-000428-000000		(5,000)	
	001-042-692-000571-000000		(5,000)	
	001-042-694-000437-000000		(5,000)	

# SARASOTA

## Office of Housing & Community Development

### INTEROFFICE MEMORANDUM

**TO:** John Lege, Finance Director  
**THROUGH:** Donald D. Hadsell, OHCD General Manager <sup>Dak</sup>  
**FROM:** Cindy Emshoff, OHCD Finance Manager <sup>CE</sup>  
**RE:** Down Payment Assistance – SHIP Funds  
**DATE:** July 14, 2014

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The Office of Housing and Community Development (OHCD) will administer the fiscal year 2015 State Housing Initiative Partnership (SHIP) allocation in the amount of \$1,779,149 on behalf of Sarasota County and the City of Sarasota, a joint consortium in which the City acts as the lead agency. This allocation is part of the fiscal year 2015 OHCD budget which the City of Sarasota Commission approved, and strategies utilizing the budgeted funds are scheduled to begin on October 1, 2014 with the exception of the Down Payment Assistance (DPA) program. On June 26, 2014 the City Commission approved the adoption of Resolution 14R-2424, approving the Local Housing Assistance Plan (LHAP) which stated that applications for Down Payment Assistance would be accepted beginning September 2, 2014. Since there will be twenty-one business days during which applicants may be awarded SHIP Down Payment Assistance, we request that \$500,000 be transferred from Home Rehab to DPA. This action will cover the interim period between September 2, 2014 which falls in fiscal year 2014 and the beginning of fiscal year 2015 beginning October 1, 2014. A reconciliation of the budgeted funds will occur during the re-appropriation of remaining fiscal year 2014 funds to fiscal year 2015.

#### SHIP – Fund 067

067-258-000-000804-000000	(500,000.00)
067-199-000-000804-000000	\$500,000.00

Code	Description	PURCHASE ORDERS	YTD ACTUALS	TOTAL COMMITTED	CURRENT BUDGET	AVAILABLE (UNAVAILABLE)
061	SHIP FY 2010-2011					
000000	UNDESIGNATED			0.00	0.00	0.00
006592	JACQUELINE HAY	0.00	0.00	0.00	0.00	0.00
006684	COURTNEY CONNELL	0.00	3,397.19	3,397.19	3,397.19	0.00
		0.00	3,397.19	3,397.19	3,397.19	0.00
065	SHIP FY 2007-2008					
000000	UNDESIGNATED			0.00	73,453.27	73,453.27
005667	LINDA STRICKLAND	17,600.00	166.50	17,766.50	18,000.00	233.50
006704	CAROL CHEVALIER	9,300.00	50.00	9,350.00	9,600.00	250.00
006708	ANN TRAWICK	8,260.00	50.00	8,310.00	20,000.00	11,690.00
006709	ERICK LEE JACOBSEN	18,900.00		18,900.00	19,300.00	400.00
		54,060.00	266.50	54,326.50	140,353.27	86,026.77
066	SHIP FY 2008-2009					
000000	UNDESIGNATED	0.00	38.90	38.90	975.52	936.62
006535	RHIANNON LAYENDECKER	0.00		0.00	0.00	0.00
006592	JACQUELINE HAY	0.00	0.00	0.00	0.00	0.00
006617	PHILIP CHIRNSIDE	0.00	680.00	680.00	680.00	0.00
006684	COURTNEY CONNELL	0.00	139.31	139.31	139.31	0.00
006685	SHERRY WATTIER	11,769.00	27,231.00	39,000.00	39,000.00	0.00
		11,769.00	28,089.21	39,858.21	40,794.83	936.62
067	SHIP FY 2009-2010					
000000	UNDESIGNATED			0.00	538,415.28	538,415.28
		0.00	0.00	0.00	538,415.28	538,415.28
068	SHIP SPECIAL FUNDING					
000000	UNDESIGNATED			0.00	59,666.30	59,666.30
		0.00	0.00	0.00	59,666.30	59,666.30
165	SHIP PROGRAM INCOME					
000000	UNDESIGNATED	0.00	0.00	0.00	10,045.85	10,045.85
006579	JOSEPH MURPHY			0.00	0.00	0.00
006596	CARMEN DAVIS	0.00	3,040.75	3,040.75	3,040.75	0.00
006603	STARLET MCNEELY	0.00	5,846.00	5,846.00	5,846.00	0.00
006612	FRANCES JUNE PLATT			0.00	0.00	0.00
006616	RAYMOND WHITE	0.00	13,215.50	13,215.50	13,215.50	0.00
006617	PHILIP CHIRNSIDE	0.00	7,320.00	7,320.00	7,320.00	0.00
006621	JOHN KELLAM	0.00	6,597.00	6,597.00	6,597.00	0.00
006629	MERRILL AMOS JR	0.00	17,869.50	17,869.50	17,869.50	0.00
006630	GERALDINE TREVETHAN	0.00	6,744.50	6,744.50	6,744.50	0.00
006632	ANDREA TROTТА	0.00	4,373.00	4,373.00	4,373.00	0.00

Code	Description	PURCHASE ORDERS	YTD ACTUALS	TOTAL COMMITTED	CURRENT BUDGET	AVAILABLE (UNAVAILABLE)
006634	STEPHEN HONEYAGER	0.00	12,924.50	12,924.50	12,924.50	0.00
006635	STEPHANY WATSON	0.00	7,354.50	7,354.50	7,354.50	0.00
006636	ALFREDO VARGAS	0.00	11,686.50	11,686.50	11,686.50	0.00
006637	MICHAEL WILLIAMS	0.00	10,274.50	10,274.50	10,274.50	0.00
006638	NANCY MALOY	0.00	9,979.50	9,979.50	9,979.50	0.00
006641	JOHN CONLY	0.00	16,979.50	16,979.50	16,979.50	0.00
006642	LINDA FURROW	0.00	19,922.50	19,922.50	19,922.50	0.00
006643	MAUREEN CLIFFORD	0.00	10,079.50	10,079.50	10,079.50	0.00
006644	JOSHUA COUCH	0.00	17,537.25	17,537.25	17,537.25	0.00
006645	ERIN FELLOWS	0.00	8,474.25	8,474.25	8,474.25	0.00
006646	LINDA JORDAN	0.00	17,758.40	17,758.40	17,758.40	0.00
006647	MYRLONE DORVAL	0.00	6,915.64	6,915.64	6,915.64	0.00
006648	ROSE MARY CONNELLY	0.00	24,220.00	24,220.00	24,220.00	0.00
006649	KAREN EDDY	0.00	12,378.00	12,378.00	12,378.00	0.00
006651	EARL SOMMERS	0.00	9,315.66	9,315.66	9,315.66	0.00
006652	MICHAEL HANDLEY	0.00	11,021.94	11,021.94	11,021.94	0.00
006653	ANN BESTERFIELD	8,395.93	16,312.69	24,708.62	25,000.00	291.38
006654	JOSE CORDERO	0.00	6,517.50	6,517.50	6,517.50	0.00
006655	NANCY FRENCH	0.00	9,491.50	9,491.50	9,491.50	0.00
006656	KAREN CIPRIANO	0.00	4,874.25	4,874.25	4,874.25	0.00
006657	LINDA HOHMANN	0.00	18,754.50	18,754.50	18,754.50	0.00
006658	HUGH COOK	0.00	13,807.40	13,807.40	13,807.40	0.00
006659	MARIE AUGUSTIN	0.00	3,993.66	3,993.66	3,993.66	0.00
006660	SUSAN MURPHY	18,800.00	559.50	19,359.50	19,470.00	110.50
006661	ISAIAH KINSEY	0.00	20,000.00	20,000.00	20,000.00	0.00
006662	DIANA LUCKER	0.00	6,866.50	6,866.50	6,866.50	0.00
006663	JOAN WIELGUS	1,428.00		1,428.00	1,428.00	0.00
006664	PATRICK CALLAHAN	0.00	10,024.50	10,024.50	10,024.50	0.00
006665	DEBORAH WILLIS	0.00	14,711.50	14,711.50	14,711.50	0.00
006668	MARY HART	0.00	18,097.25	18,097.25	18,097.25	0.00
006671	GERARDO VEGA	0.00	19,398.50	19,398.50	19,398.50	0.00
006676	LILIAM SAAVEDRA	0.00	19,901.50	19,901.50	19,901.50	0.00
006677	PATRICK RAPP	0.00	10,889.50	10,889.50	10,889.50	0.00
006678	CHRISTOPHER ULMAN	6,100.00	12,929.00	19,029.00	20,000.00	971.00
006680	JUAN CARLOS HERNANDEZ	6,711.00	2,394.55	9,105.55	9,800.00	694.45
006681	BERNICE MORRISON	0.00	8,921.50	8,921.50	8,921.50	0.00
006682	MORTON BARRY	0.00	41,486.35	41,486.35	41,486.35	0.00
006685	SHERRY WATTIER	12,052.95	226.55	12,279.50	12,400.00	120.50
006686	ELIZABETH WILLIAMS	0.00	3,997.50	3,997.50	3,997.50	0.00
006687	GUNTHER DOCUMET	8,691.95	187.55	8,879.50	9,000.00	120.50
006688	ALIS LOZANO	19,500.00	567.00	20,067.00	20,300.00	233.00
006689	BARBARA HANNON	11,034.90	23,119.60	34,154.50	34,500.00	345.50
006690	LINDA HAZELTINE	0.00	8,247.55	8,247.55	8,247.55	0.00
006691	ERNEST SANTARELLI	0.00	8,141.50	8,141.50	10,000.00	1,858.50
006692	MIGUEL FLORES	0.00	7,807.45	7,807.45	7,807.45	0.00
006693	DONNA HEWITT	0.00	13,883.50	13,883.50	15,500.00	1,616.50
006694	FREDERICK HOFFMAN	7,144.00	11,379.50	18,523.50	20,000.00	1,476.50
006695	LILLIAN DAY	0.00	6,662.55	6,662.55	6,662.55	0.00
006696	DONALD BRIGGS	19,700.00	179.50	19,879.50	20,000.00	120.50

Code	Description	PURCHASE ORDERS	YTD ACTUALS	TOTAL COMMITTED	CURRENT BUDGET	AVAILABLE (UNAVAILABLE)
006697	ERIC GRAHAM	47,112.95	226.55	47,339.50	47,500.00	160.50
006698	HELEN ERRICO	17,600.00	192.50	17,792.50	17,900.00	107.50
006699	DONALD HUMBERTSON	0.00	16,830.50	16,830.50	17,500.00	669.50
006700	DAVID ZMICK	19,100.00	188.00	19,288.00	19,400.00	112.00
006701	REBECCA GRAHAM	34,621.00	218.50	34,839.50	35,000.00	160.50
006702	EDWARD WHITLOW	8,700.00	179.50	8,879.50	9,000.00	120.50
006703	GRETTER RODRIGUEZ	19,700.00	192.50	19,892.50	20,000.00	107.50
006704	CAROL CHEVALIER			0.00	0.00	0.00
006707	615 JONES ST. LAUREL	0.00	205.00	205.00	280.00	75.00
		266,392.68	634,392.84	900,785.52	920,303.20	19,517.68
		332,221.68	666,145.74	998,367.42	1,702,930.07	704,562.65



June 26, 2014

To: Mayor Willie Charles Shaw  
Vice Mayor Susan Chapman  
Commissioner Suzanne Atwell  
Commissioner Paul Caragiulo  
Commissioner Shannon Snyder

Notice is hereby given that the Regular Meeting of the City Commission shall be held as required by Article III, Section 9(a) of the City Charter and by Resolution No. 91R-500, on Monday, July 7, 2014, from 2:30 p.m. to 4:30 p.m. and continuing at 6:00 p.m., in the Commission Chambers at City Hall, 1565 First Street, Sarasota, Florida.

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Pamela M. Nadalini, MBA, CMC  
City Auditor and Clerk

c: Thomas Barwin, City Manager  
Robert M. Fournier, City Attorney  
Marlon Brown, Deputy City Manager  
Michael Connolly, Deputy City Attorney  
Karen D. McGowan, Deputy City Auditor and Clerk  
Heather Essa, Deputy City Auditor and Clerk, Administrative Operations  
Veda Mahadi, Commission Reporter  
Jan Thornburg, Public Information Officer  
Miles Larsen, Manager, Public Broadcasting  
John Nopper, Government Access, Program Coordinator  
Reporter, Sarasota Herald Tribune  
Reporter, Sarasota Observer Group  
Captain Lucius Bonner, Police Department  
File

**WILLIE CHARLES SHAW**  
Mayor



Vice Mayor Susan Chapman  
Commissioner Suzanne Atwell  
Commissioner Paul Caragiulo  
Commissioner Shannon Snyder

## **ANNOTATED AGENDA**

### **REGULAR CITY COMMISSION MEETING OF JULY 7, 2014**

**WELCOME** to a regular meeting of the City Commission. This Agenda includes all matters scheduled to come before the Commission at this meeting. It is prepared to help you follow the proceedings of the meeting. Your interest is appreciated, and we invite your comments. Input from citizens is important; we need and welcome it.

**If you wish to address the Commission, please fill out a "Request To Speak" Form** located on the table at the back of the Commission Chambers. Fill out the form completely, indicating the Agenda Item to which you intend to speak, and place the form in the box on the table. **If you intend to speak under Citizens' Input Concerning City Topics**, the subject should also be noted on the "Request To Speak" Form. **Agenda Items for which citizens' comments are not permitted are noted in the left margin of the Agenda.** In general, these will be items on which a public hearing has previously been held. Listed below are the time limits established for speaking:

**Public Hearings - Quasi-judicial:** A reasonable amount of time to be determined by the City Commission will be provided to Applicants and Affected Persons desiring to speak.

**Public Hearings - Legislative:** Citizens desiring to speak are allowed **five (5) minutes**. Petitioners are allowed fifteen (15) minutes with a five (5) minute rebuttal at the close of the public hearing. We will ask you to take an oath that all evidence and testimony presented during the public hearing are truthful.

**Citizens' Input Concerning City Topics -** Citizens desiring to speak are allowed **three (3) minutes**. Remember, appearances before the Commission are not a substitute for attempting to resolve your issue(s) through the appropriate administrative channels. **Citizens' Input is to allow citizens the opportunity to present their view on matters concerning City topics but not on items scheduled elsewhere on the Agenda.** Questions and answers shall not be permitted. Matters presented to the Commission may be referred by the Mayor, with consensus of the Commission, to the Administration for action and possible follow-up at a future Commission meeting. We expect that citizens have first attempted to speak directly with the City's Administration.

**Other Agenda Items permitting citizens' comment -** Citizens desiring to speak are allowed **three (3) minutes**. Agenda items for which citizens' comments are not permitted are noted in the left margin of the Agenda.

The City Auditor and Clerk will forward all Request to Speak forms to the Mayor. When the Mayor calls your name, come to the Commission table, and restate your name for the record. We ask that your comments be limited to the subject of the Agenda Item. Remember, we are always happy to listen to your comments; however, this is not intended to be an extended question and answer session.

Again, the City Commission thanks you for taking the time to participate in our meeting.

**WILLIE CHARLES SHAW**  
Mayor

Office of the City Auditor and Clerk - Post Office Box 1058 - Sarasota, Florida 34230  
Office Number: 941-954-4160 - Fax Number: 941-954-4113  
[www.sarasotagov.com](http://www.sarasotagov.com)



## ANNOTATED AGENDA

REGULAR CITY COMMISSION MEETING

JULY 7, 2014

CITY HALL

City Commission Chambers

2:30 P.M. - 4:30 P.M.

6:00 P.M. - 9:30 P.M.

1565 First Street  
Sarasota, FL 34236

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### NOTES:

**CALL MEETING TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**I. CITIZENS' INPUT CONCERNING CITY TOPICS:**

**(Limited to 30 minutes)**

**Note to the Public:**

**At this time, citizens may address the Commission on topics concerning the City. (3 minutes per person time limit)**

**Citizens' Input is to allow citizens the opportunity to present their view on matters concerning City topics but not on items scheduled elsewhere on the Agenda or items that were the subject of a previously held public hearing which has been closed and Commission deliberations continued to a future date. Questions and answers shall not be permitted; however, matters presented to the Commission may be referred by the Mayor, with consensus of the Commission, to the Administration for action and possible follow-up at a future Commission meeting.**

**II. APPROVAL OF MINUTES:**

**Item No. II.1. Approved as corrected**

**II.1. Approval Re: Minutes of the Regular Sarasota City Commission Meeting of June 16, 2014**

*Presenter(s): City Auditor and Clerk Nadalini*

# ANNOTATED AGENDA

## CITY OF SARASOTA

REGULAR CITY COMMISSION MEETING

JULY 7, 2014

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### NOTES:

Item No. II.2. Approved as corrected

II.2. Approval Re: Minutes of the Joint Special Meeting of the City Commission of the City of Sarasota and the Sarasota Board of County Commissioners of June 23, 2014

*Presenter(s): City Auditor and Clerk Nadalini*

### III. BOARD ACTIONS:

None

### IV. CONSENT AGENDAS:

#### Note to the Public:

All matters listed under Item IV, Consent Agendas, are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items.

If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

#### A. Consent Agenda No. 1:

Item No. IV.A.1. Approved

IV.A.1. Approval Re: Fiscal Year 2014-2015 Action Plan related to implementing the Consolidated Plan submitted to the U.S. Department of Housing and Urban Development (HUD); an Amendment to the FY 2011-2016 Consolidated Plan to transfer HOME Investment Partnership Program (HOME) funding in the amount of \$50,000.00 from the Tax Credit Program to the Housing Rehabilitation Program; an Amendment to the FY 2011-2016 Consolidated Plan to reduce the HOME funding for the Youth Services Program by \$100,000.00 and to transfer the funds to the Housing Rehabilitation Program; and authorization for staff to make minor modifications to the 2014-2015 Action Plan that may be required by the U.S. Department of Housing and Urban

**ANNOTATED AGENDA**  
**CITY OF SARASOTA**

REGULAR CITY COMMISSION MEETING

JULY 7, 2014

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**NOTES:**

Development for approval of the 2014–2015 Action Plan

*Presenter(s): Community Development  
General Manager Hadsell*

**Item No. IV.A.2. Approved**

IV.A.2. Approval Re: Recommended changes to the Down Payment Assistance, Housing Partnership Program and Special Needs Housing Program Guidelines

*Presenter(s): Community Development  
General Manager Hadsell*

**Item No. IV.A.3. Approved**

IV.A.3. Approval Re: Affirmation of a Planning Board Resolution recommending approval of Major Conditional Use Application No. 14-CU-01 and Site Plan Application No. 14-SP-05 to allow the existing approximately 2,375 square foot leasehold, Duval's New World Cafe, to operate under a 4-COP liquor license thereby, as a result of Zoning Code definitions, changing the use category from a restaurant to a nightclub at 1435 Main Street

*Presenter(s): Senior Planner Mendez*

**Item No. IV.A.4. Approved**

IV.A.4. Approval Re: Authorize the Mayor and City Auditor and Clerk to execute the Major Encroachment Agreement between the City of Sarasota and Floridays Development Company for porte cochere improvements within the Coconut Avenue right-of-way associated with the proposed hotel project at 1255 and 1289 North Palm Avenue (Application No. 14-ENC-02, Applicant Floridays Development Co.)

**ANNOTATED AGENDA**  
**CITY OF SARASOTA**

REGULAR CITY COMMISSION MEETING

JULY 7, 2014

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**NOTES:**

*Presenter(s): Senior Planner Mendez*

**Item No. IV.A.5. Approved**

IV.A.5. Approval Re: Authorize the Mayor and City Auditor and Clerk to execute the Third Extension of Agreements between the City of Sarasota, Ardaman & Associates, Inc., Dunkelberger Engineering & Testing, Inc., and Universal Engineering Sciences, Inc., (RFP #11-22W) pertaining to Consulting Engineering Services for Soil and Material Testing Services on an as-needed basis

*Presenter(s): Public Services Manager DelRossi*

**Item No. IV.A.6. Approved**

IV.A.6. Approval Re: Authorize the City Manager to execute Change Order No. 4 between the City of Sarasota and Gator Grading and Paving, LLC, (Bid #13-32LKD) pertaining to the Old Bradenton Road Improvement Project in the amount of \$254,788.42

*Presenter(s): Senior Utilities Engineer Nichols*

**Item No. IV.A.7. Approved**

IV.A.7. Approval Re: Authorize the City Manager to execute Change Order No. 1 between the City of Sarasota and Stantec Consulting Services, Inc., (RFP #11-62K) pertaining to contract bidding, award, and construction supervision for the performance and reporting to comply with EPA regulations for stand-by generators in the amount of \$8,820.00

*Presenter(s): Utilities Director Tidwell*

**ANNOTATED AGENDA**  
**CITY OF SARASOTA**

REGULAR CITY COMMISSION MEETING

JULY 7, 2014

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**NOTES:**

**Item No. IV.A.8. Approved**

IV.A.8. Approval Re: Authorize the Mayor and City Auditor and Clerk to execute the agreement between the City of Sarasota and Mason Evans Inc. (D/B/A Diamond Investigations & Security, Inc.), (ITB #14-12 BK) pertaining to Security Guard Services on an as-needed basis

*Presenter(s): Utilities Director Tidwell*

**B. Consent Agenda No. 2:**

**Item No. IV.B.1. Adopted**

IV.B.1. Adoption Re: Proposed Resolution No. 14R-2424, approving the Local Housing Assistance Plan as required by the State Housing Initiatives Partnership Program Act, Subsections 420.907-420.9079, Florida Statutes; and Rule Chapter 67-37, Florida Administrative Code; authorizing and directing the Mayor to execute any necessary documents and certifications needed by the State; authorizing the submission of the **Local Housing Assistance Plan** for review and approval by the Florida Housing Finance Corporation, etc. (Title Only)

*Presenter(s): Community Development  
General Manager Hadsell*

**Item No. IV.B.2. Adopted on second reading**

IV.B.2. Adoption Re: Second reading of proposed Ordinance No. 14-5096, to rezone a parcel of real property located on the south side of Fruitville Road to the east of Briggs Avenue having street addresses of 2724, 2732 and 2748 Fruitville Road from the Residential Single Family-2 (RSF-2) Zone District to the Office Community District (OCD) Zone District; approving Site Plan Application No. 14-SP-03 applicable to properties having street addresses of 2708, 2724, 2732 and 2748 Fruitville Road

# SARASOTA

## Office of Housing & Community Development

### INTEROFFICE MEMORANDUM

**TO:** Mayor and City Commission

**THROUGH:** Thomas Barwin, City Manager

**THROUGH:** Marlon Brown, Deputy City Manager

**THROUGH:** Timothy Litchet, Director, Neighborhood and Development Services

**FROM:** Donald D. Hadsell, Director, Housing and Community Development

**RE:** Resolution No.14R-2424 - Amendment No. 2 to the Local Housing Assistance Plan

**DATE:** July 7, 2014

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#### **RECOMMENDED MOTION(S) OR ACTION(S):**

To adopt Resolution No.14R-2424 approving Amendment No. 2 to the Local Housing Assistance Plan to include the funding recently approved by the Florida State Legislature.

#### **BACKGROUND:**

The State Legislature has adopted the 2014 – 2015 state budget that begins on July 1, 2014. As part of this adoption, the legislature allocated 75% of the funding in the housing trust funds to housing, including \$100 million for the State Housing Initiatives Partnership (SHIP) Program. This will be the first time in more than 5 years that the Housing Trust Funds have been allocated to housing programs.

The Florida Housing Finance Corporation (FHFC), the agency that administers the SHIP Program, has sent local governments the estimated amount of funding that each grant recipient will receive. For the joint city and county program, the estimated new funding would be \$1,779,149. Staff estimates that Sarasota will also receive \$300,000 in loan repayments. Thus, the total amount of funding will be \$2,079,149.

The SHIP program provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to serve very low, low and moderate income families up to 120% of the Area Median Income. Historically the City Commission has limited assistance to families with incomes up to 80% of the Area Median Income.

SHIP dollars may be used to fund emergency repairs, new construction, rehabilitation, down payment and closing cost assistance, impact fees, construction and gap financing, mortgage buy-downs, acquisition of property for affordable housing, matching dollars for federal housing grants and programs, and homeownership counseling.

In 2014, the legislature added two provisos to the SHIP allocation. The first requires a minimum of 20% of the funds be used to assist persons with special needs. The first priority of these special needs funds must be to serve persons with developmental disabilities with an emphasis on home modifications, including technological enhancements and devices, which will allow homeowners to remain independent in their own homes and maintain their homeownership. The second proviso allocates \$4 million of the funds to serve homeless persons. This \$4 million was not awarded to local governments and, instead, was allocated to homeless coalitions, including the Suncoast Partnership to End Homelessness.

The SHIP program currently contains several statutory requirements that have to be met. These requirements include the following:

- At least 75% of the new allocation must be used for eligible construction activities;
- At least 65% of the new allocation must be used for eligible homeownership activities;
- At least 20% of the new allocation must be used to assist persons with special needs;
- At least 30% of all funds must benefit persons with incomes less than 50% of the area median income;
- At least 60% of all funds must benefit persons with incomes less than 80% of the area median income; and
- No more than 10% of the new allocation and 5% of the program income (loan repayments) can be used for the administration of the program

Because the statutory requirements add up to more than 100% of the allocation, it is important that activities meet multiple statutory requirements. For example, an owner occupied rehabilitation activity for a person with an income below 50% of the area median income will meet three of the statutory requirements (construction, homeownership and the 50% of area median requirements). Down payment assistance would meet the homeownership and, in most cases, the 80% of area median requirement.

Attached is the proposed Amendment No. 2 to the Local Housing Assistance Plan (refer to Attachment No. 1). This amendment incorporates the additional SHIP funding provided by the state legislature. Also attached is a chart (refer to Attachment No. 2) that summarizes the statutory requirements for the SHIP program and how each of the identified strategies will meet those requirements. With the exception of the Low Income requirement, which should be easily met, there is only a \$40,000 cushion in each of the other requirements. That amount of cushion is necessary, in the event loan repayments do not meet the \$300,000 that is included in the budget.

The Office of Housing and Community Development (OHCD) staff has met with the City / County Management Staff to prepare recommendations for the use of the SHIP funds. These

recommendations are listed below:

1. Down Payment Assistance - \$500,000 (plus \$150,000 in funds from 2013 – 2014) (\$620,000 for loans, \$30,000 for underwriting) for a total program of \$650,000. It is recommended that the Down Payment Assistance Program be funded to the maximum amount that will allow the City to continue to meet the construction requirement of the SHIP Program. OHCD has not administered a Down Payment Assistance Program since 2010 - 2011 and it was staff's recommendation, prior to the change in the HOME rules that federal funds be used to re-establish the program. Based on the changes to the HOME rules, however, the federal government is making grantees responsible to repay funds from nonfederal sources when a down payment assistance loan does not remain affordable for the period of affordability, which can be as long as 15 years. The SHIP funds do not have the same repayment requirements as the HOME Program. Should an individual default on a SHIP loan, the loan funds are lost, but they do not have to be repaid by the local government.

The staff recommendation will provide \$650,000 in funding for the **Down Payment Assistance Program**, \$50,000 more than was recommended for funding with the HOME funds. Staff anticipates **accepting applications on September 2, 2014.**

2. Housing Rehabilitation Program - \$225,000 (\$185,000 for loans, \$40,000 for underwriting). OHCD conducted an analysis to determine the amount needed to fund this program through September 30, 2014. Based upon this analysis, it was determined that an additional \$225,000 in funding will be needed. This is the amount requested.

3. Special Needs Housing - \$400,000 (\$380,000 for programs, \$20,000 for underwriting). The proviso in this year's SHIP allocation is that no less than 20% of the funds be used for Special Needs Households, as defined by state law. Priority must be given to developmentally disabled individuals with an emphasis on home modifications to preserve homeownership. Staff is recommending that, for a 1 month period, the funds be reserved exclusively for families with a developmentally disabled household member that are doing home modifications. After the expiration of the 1 month period, it is recommended that the funds be awarded competitively to agencies serving the special needs population with a priority given to agencies providing housing for the developmentally disabled population. Staff will still be able to continue to do home modifications for special needs households with funds budgeted for the Housing Rehabilitation Program.

4. Tax Credit / Rental Housing - \$300,000. Staff is recommending that SHIP funds be used to increase the supply of permanent, affordable rental housing. The need to create additional affordable rental units has been identified by both homeless providers and the Marbut Plan as being an integral step in solving the homeless problem. The funds are proposed to be used to either provide the required match for the competitive housing credit program or to create additional rental housing to implement the homeless initiative. Staff is proposing to return to the City Commission in November, once the Florida Housing Finance Corporation determines its allocation policies for the 2015 tax credit cycle, with recommendations on how these funds can best be used.

5. Housing Partnership Program - \$455,234 (\$425,000 for loans, \$30,000 for underwriting). The Housing Partnership Program provides funding to nonprofit housing providers, such as the two

Habitat for Humanity organizations in the county, Community 360 (formerly GoodHomes), and the Community Housing Trust to purchase land and construct new housing. Funding may also be utilized to purchase existing homes, renovations, and the sale to lower income homebuyers. The state mandate that 75% of the allocation must be used for construction and that 65% of the allocation must be used for homeownership activities require that the vast majority of the funds meet both of these funding categories.

6. Homebuyer Education - \$6,000. This funding will be used to cover the cost of the homebuyer education classes that are required for individuals participating in the Down Payment Assistance and Housing Partnership program.

7. Administration - \$192,914. Funding for the administration of the SHIP Program

Staff is recommending approval of the amendment to the Local Housing Assistance Plan. These recommendations will allow Sarasota to meet the statutory funding requirements of the SHIP program.

The SHIP income limits for families at 50, 80 and 120 percent of the Area Median Income by family size are attached (refer to Attachment No. 3).

**FUNDING SOURCE:**

SHIP funds will be added to the City Budget after the Local Housing Assistance Plan is approved by the State of Florida.

**ATTACHMENTS:**

1. Proposed Amendment No. 2 to the Local Housing Assistance Plan.
2. Proposed Funding Chart for the SHIP Funds
3. Income limits for the SHIP Program.



**Interoffice Memorandum**

**Date:** September 2, 2014

**To:** City Commission  
**Thru:** Tom Barwin, City Manager  
**From:** John Lege, Finance Director  
**Subject:** **BUDGET AMENDMENT**

This Budget Amendment is a request to reduce budgeted expenditures in the General Fund for Fiscal Year 2013-14 in the amount of \$1,150,000. This budget amendment is necessary to reduce the impact on General Fund Reserves due to revenues, such as Electric & Gas Franchise Fees, Communication Services Tax, and Red Light Cameras, not projected to meet budgeted revenues for Fiscal Year 2013-14.

Staff closely monitors, on a monthly basis, the budget to actual for both revenues and expenditures. At the April 14, 2014 Budget Workshop and again during the July 11, 2014 and July 24, 2014 Budget Workshops, staff informed the City Commission that Electric & Gas Franchise Fees, Communication Services Tax, and Red Light Camera revenues were not meeting budget and projected the total for these three revenues sources would be approximately \$3.1 million below budget. Offset by higher projections for other revenue sources, Staff is projecting an overall gap between projected revenues and budgeted revenues of approximately \$1.8 million.

When revenues are not expected to meet what is budgeted and a gap exists, the fiscally responsible course of action is to reduce expenditures. The City Manager's Departments have identified \$1,150,000 in line item reductions that are detailed in the attached spreadsheet. Staff is requesting approval of this budget amendment in the amount of \$1,150,000.

# PROPOSED BUDGET AMENDMENT

Department	Line Item Description	Amount	Total
<b>FACILITIES MANAGEMENT</b>			
001-026-615-000672-000000	Building & Structures	30,000	
001-026-616-002316-000000	Gas & Oil	7,320	
001-026-616-004432-000000	Building Insurance	6,000	
001-026-619-000320-000000	General Supplies	1,000	
001-026-619-000427-000000	Telecommunications	5,000	
001-026-619-000438-000000	Utility Service	5,000	
001-026-619-002316-000000	Gas & Oil	6,000	
001-026-619-004432-000000	Building Insurance	4,000	64,320
<b>URBAN DESIGN STUDIO</b>			
001-040-000-000320-000000	General Supplies	25,000	25,000
<b>NEIGHBORHOOD DEVELOPMENT SVC</b>			
001-033-632-000804-000000	Other Grants	40,000	
001-033-632-000428-000000	Advertising	16,000	
001-033-632-000571-000000	Comp Hardw & Softw Maint	3,000	
001-033-654-000313-000000	Office Supplies	562	
001-033-655-000313-000000	Office Supplies	1,000	
001-033-655-000571-000000	Comp Hardw & Softw Maint	6,000	66,562
<b>MISCELLANEOUS ADMINISTRATION</b>			
001-039-000-000679-000620	Land Improvement	200,000	
001-039-000-000437-002127	Special Services	10,410	
001-039-000-000804-011077	Other Grants	25,888	
001-039-000-000436-011097	Engineering & Arch. Fees	11,363	247,661
<b>CITY COMMISSION</b>			
001-001-000-000320-000000	General Supplies	2,000	
001-001-000-040426-000000	Profess. Dev-Atwell	1,000	
001-001-000-053426-000000	Profess. Dev-Caragiulo	1,000	
001-001-000-054426-000000	Profess. Dev-Snyder	1,000	
001-001-000-056426-000000	Profess. Dev-Chapman	1,000	6,000
<b>CITY MANAGER'S OFFICE</b>			
001-020-000-020426-000000	Profess. Dev-City Mgr.	1,000	
001-020-000-000439-000000	Duplicating & Printing	1,000	
001-020-000-000437-001981	Special Services	25,500	27,500
<b>COMMISSION SUPPORT</b>			
001-021-000-000313-000000	Office Supplies	50	
001-021-000-000380-000000	Comp Equip < \$500	50	
001-021-000-000426-000000	Training, Travel, Conf.	50	
001-021-000-000680-000000	PC & related hardware	50	200
<b>CHILDREN'S FOUNTAIN</b>			
001-084-000-000426-000000	Training, Travel, Conf.	200	200

# PROPOSED BUDGET AMENDMENT

Department	Line Item Description	Amount	Total
<b>SKATEBOARD PARK</b>			
001-086-000-000318-000000	Janitorial	400	
001-086-000-000320-000000	General Supplies	400	
001-086-000-000437-000000	Special Services	500	
001-086-000-000547-000000	Building Maintenance	4,000	
001-086-000-000558-000000	Instruments & App Maint.	1,000	
001-086-000-000672-000000	Building & Structures	3,000	
001-086-000-004432-000000	Building Insurance	381	9,681
<b>PARKS &amp; LANDSCAPE MAINTENANCE</b>			
001-090-701-000436-000000	Engineering & Arch. Fees	1,000	
001-090-701-000437-000000	Special Services	500	
001-090-701-000563-000000	Electrical Equip. Maintenance	200	
001-090-701-004432-000000	Building Insurance	5,775	
001-090-702-000312-000000	Basic Materials	1,000	
001-090-702-000319-000000	Med & Chem Supplies	1,000	
001-090-702-000438-000000	Utility Service	46,500	
001-090-702-000451-000000	Equip Rep Fund Lease	30,750	
001-090-702-000558-000000	Instruments & App Maint.	1,500	
001-090-702-000559-000000	Motor Vehicle Maintenance	3,000	
001-090-702-000562-000000	Water Systems Maintenance	650	
001-090-704-000310-000000	Horticultural	5,000	
001-090-704-000320-000000	General Supplies	1,000	
001-090-704-000430-000000	Dues & Memberships	300	
001-090-704-000636-001742	Cap Outlay-Eng & Arch fees	30,000	
001-090-704-000636-001743	Cap Outlay-Eng & Arch fees	30,000	158,175
<b>LIDO BEACH</b>			
001-091-000-000318-000000	Janitorial	500	
001-091-000-000382-000000	Equip < \$500	1,000	
001-091-000-000440-000000	Equip and property rental	1,500	
001-091-000-000562-000000	Water Systems Maintenance	3,000	
001-091-000-000566-000000	Pest Control	500	
001-091-000-000683-000000	Instruments & Apparatus	600	
001-091-000-004432-000000	Building Insurance	1,768	8,868
<b>R. L. TAYLOR COMMUNITY COMPLEX</b>			
001-118-000-000319-000000	Med & Chem Supplies	1,000	
001-118-000-000320-000000	General Supplies	6,000	
001-118-000-000322-000000	Merchandise for resale	1,000	
001-118-000-000426-000000	Training, Travel, Conf.	2,000	
001-118-000-000427-000000	Telecommunications	500	
001-118-000-000428-000000	Advertising	3,000	
001-118-000-000430-000000	Dues & Memberships	300	
001-118-000-000437-000000	Special Services	6,000	
001-118-000-000438-000000	Utility Service	16,000	
001-118-000-000451-000000	Equip Rep Fund Lease	12,500	
001-118-000-000455-000000	Instructor Fee	1,500	

# PROPOSED BUDGET AMENDMENT

Department	Line Item Description	Amount	Total
<b>R. L. TAYLOR COMMUNITY COMPLEX (continued)</b>			
001-118-000-000561-000000	AC/Heating Maintenance	1,500	
001-118-000-004432-000000	Building Insurance	9,226	
001-118-000-001313-000000	Postage/Delivery service	3,000	63,526
<b>STREET &amp; HIGHWAY MAINTENANCE</b>			
001-138-711-000320-000000	General Supplies	300	
001-138-711-004432-000000	Building Insurance	346	
001-138-712-000312-000000	Basic Materials	2,000	
001-138-712-000320-000000	General Supplies	440	
001-138-712-000437-000000	Special Services	4,000	
001-138-712-000451-000000	Equip Rep Fund Lease	30,150	
001-138-712-000545-000000	Sidewalks	1,500	
001-138-712-000546-000000	Land Maintenance	1,000	
001-138-712-000550-000000	Streets & Highways	5,000	
001-138-712-000559-000000	Motor Vehicle Maintenance	5,000	
001-138-712-000565-000000	Other Property	2,000	
001-138-712-000679-000000	Land Improvement	3,000	
001-138-712-000690-000000	Other & Unclassified Property	3,000	
001-138-712-000690-000000	Other & Unclassified Property	3,000	
001-138-713-000312-000000	Basic Materials	3,000	
001-138-713-000320-000000	General Supplies	2,000	
001-138-713-000380-000000	Comp Equip < \$500	500	
001-138-713-000430-000000	Dues & Memberships	300	
001-138-713-000435-000000	Claims & Judgements	1,000	
001-138-713-000438-000000	Utility Service	51,000	
001-138-713-000451-000000	Equip Rep Fund Lease	14,850	
001-138-713-000564-000000	Street Light Maintenance	2,000	
001-138-713-000690-000000	Other & Unclassified Property	2,000	137,386
<b>CONSTRUCTION SERVICES</b>			
001-158-623-000313-000000	Office Supplies	400	
001-158-623-000680-000000	PC & related hardware	1,000	
001-158-624-000680-000000	PC & related hardware	1,500	2,900
<b>SPECIAL EVENTS</b>			
001-850-000-000695-000000	PC Software	500	500
<b>POICE ADVISORY PANEL</b>			
001-799-099-000426-000000	Training, Travel, Conf.	500	500
<b>HUMAN RESOURCES</b>			
001-032-644-000313-000000	Office Supplies	1,088	
001-032-644-000314-000000	Provisions	1,000	
001-032-644-000321-000000	Subscriptions	41	
001-032-644-000328-000000	Computer supplies	100	
001-032-644-000332-000000	PC software < \$500	126	
001-032-644-000380-000000	Comp Equip < \$500	153	

# PROPOSED BUDGET AMENDMENT

Department	Line Item Description	Amount	Total
<b>HUMAN RESOURCES (continued)</b>			
001-032-644-000381-000000	Furniture < \$500	84	
001-032-644-000382-000000	Equip < \$500	618	
001-032-644-000424-000000	Car Allowance	400	
001-032-644-000426-000000	Training, Travel, Conf.	700	
001-032-644-000428-000000	Advertising	130	
001-032-644-000437-000000	Special Services	5,770	
001-032-644-000439-000000	Duplicating & Printing	920	
001-032-644-000440-000000	Equip and property rental	5,000	
001-032-644-000448-000000	Employee Programs	2,368	
001-032-644-000556-000000	Office Equipment Maintenance	94	
001-032-644-000571-000000	Comp Hardw & Softw Maint	3,000	
001-032-644-000680-000000	PC & related hardware	1,000	
001-032-644-005427-000000	Cell Phone Allowance	297	
001-032-647-005427-000000	Cell Phone Allowance	45	
001-032-671-000424-000000	Car Allowance	224	
001-032-671-001313-000000	Postage/Delivery Service	300	
001-032-671-005427-000000	Cell Phone Allowance	72	
001-032-672-000320-000000	General Supplies	500	
001-032-672-000332-000000	PC software < \$500	42	
001-032-672-000380-000000	Comp Equip < \$500	50	
001-032-672-000424-000000	Car Allowance	300	
001-032-672-000430-000000	Dues & Memberships	200	
001-032-672-000443-000000	Promotional Activities	100	
001-032-672-000680-000000	PC & related hardware	1,000	
001-032-672-005427-000000	Cell Phone Allowance	232	
001-032-673-000332-000000	PC software < \$500	200	
001-032-673-000380-000000	Comp Equip < \$500	50	
001-032-673-000381-000000	Furniture < \$500	84	
001-032-673-000426-000000	Training, Travel, Conf.	600	
001-032-673-000556-000000	Office Equipment Maintenance	50	
001-032-673-000683-000000	Instruments & Apparatus	100	
001-032-673-005427-000000	Cell Phone Allowance	54	27,092
<b>FINANCIAL ADMINISTRATION</b>			
001-037-613-000429-000000	Appraisals/Surveys	16,200	
001-037-613-000438-000000	Utility Service	17,929	34,129
<b>POLICE DEPARTMENT</b>			
001-711-122-001437-000000	Misc Special Services	13,574	
001-724-000-002209-000000	Uniform Allow/Rental	17,000	
001-724-099-000212-000000	Medical Exams	250	
001-724-099-002209-000000	Uniform Allow/Rental	325	
001-724-133-001320-000000	Misc. Supplies	125	
001-724-140-003559-000000	Motorcycle repair & maint.	1,500	
001-724-153-026437-000000	Medical attention K-9's	1,500	
001-724-156-000683-000000	Instruments & Apparatus	2,000	
001-724-156-003557-000000	Pistols/Armory	500	

# PROPOSED BUDGET AMENDMENT

Department	Line Item Description	Amount	Total
<b>POLICE DEPARTMENT (continued)</b>			
001-724-159-000382-000000	Equip < \$500	1,000	
001-724-159-000559-000000	Motor Vehicle Maintenance	1,500	
001-724-159-000682-000000	Machinery & Tools	2,000	
001-724-159-001320-000000	Misc. Supplies	1,510	
001-724-159-002209-000000	Uniform Allow/Rental	1,500	
001-724-159-008320-000000	Ammo/Tear gas	2,000	
001-724-162-000559-000000	Motor Vehicle Maintenance	2,013	
001-724-162-000683-000000	Instruments & Apparatus	4,110	
001-724-162-000690-000000	Other & Unclassified Property	3,950	
001-724-165-023437-000000	Psychological testing	250	
001-724-167-000683-000000	Instruments & Apparatus	1,000	
001-724-167-001320-000000	Misc. Supplies	1,000	
001-724-169-000320-000000	General Supplies	1,000	
001-724-169-001320-000000	Misc. Supplies	8,447	
001-724-169-002316-000000	Gas & Oil	1,000	
001-724-197-001320-000000	Misc. Supplies	1,894	
001-724-197-004320-000000	Batteries	500	
001-729-211-000437-000000	Special Services	500	
001-729-211-000440-000000	Equip and property rental	500	
001-729-211-016437-000000	Confidential Services	6,248	
001-731-101-002432-000000	Police Liability	470	
001-731-101-004432-000000	Building Insurance	21,945	
001-731-202-000313-000000	Office Supplies	1,386	
001-731-202-021437-000000	Abandon/Impound	500	
001-731-250-000382-000000	Equip < \$500	1,000	
001-731-250-000683-001971	Instruments & Apparatus	4,160	
001-731-250-001320-000000	Misc. Supplies	1,500	
001-731-270-000321-000000	Subscriptions	250	
001-731-270-000381-000000	Furniture < \$500	500	
001-731-270-000443-000000	Promotional Activities	250	
001-731-270-002426-000000	SCTI Training Courses	5,000	
001-731-411-000672-000000	Building & Structures	50,000	
001-731-411-010438-000000	Electricity	4,167	
001-731-412-000382-000000	Equip < \$500	1,000	
001-731-441-000313-000000	Office Supplies	150	
001-731-441-000439-000000	Duplicating & Printing	40	
001-731-441-001320-000000	Misc. Supplies	2,000	
001-731-441-001427-000000	Cellular charges	1,500	
001-731-441-002427-000000	Local charges	5,000	179,514
<b>UNCLASSIFIED</b>			
001-052-000-000432-000000	Insurance	6,085	
001-052-000-000437-000000	Special Services	50	
001-052-000-000437-000200	Special Services	67,214	
001-052-000-000805-011120	Sarasasota County	3,128	
001-052-000-004432-000000	Building Insurance	13,809	90,286
		1,150,000	1,150,000

## MEMORANDUM

To: John Lege, Director of Financial Administration

From: Robert M. Fournier, City Attorney

Re: Deferral of certain legal matters charged to general fund until FY 2015-16

Date: August 25, 2014

At the regular City Commission meeting of August 18, 2014, I stated that I thought it would be possible for the City Attorney's office to reduce the amount of draws that would otherwise have to come out of the general fund during the current fiscal year. I believe this can be accomplished in two ways. The first way is to extend the deadline for completion of work on certain existing projects to later dates, thereby causing more of the time spent on these files to be billed after the commencement of the next fiscal year. The second way is to defer commencement of work on certain other projects until after the next fiscal year commences on October 1, 2014.

### I. Existing projects:

Two projects that have required considerably more time to be spent than initially anticipated for a variety of reasons, including a high level of citizen interest, complex legal issues and serious effort to fairly reconcile competing or conflicting views, are the revisions to the city's noise ordinance and the revisions to the city's special events ordinance. I am beginning to have some concern about our ability to return with the special events ordinance at the regular City Commission meeting of September 15, 2014. Since this ordinance was last discussed, we have been given considerable additional information to consider. I think it would be beneficial to have the Resolution setting the fee schedule for special events before the City Commission at the same time the ordinance is brought back to allow a more comprehensive presentation.

The special events ordinance and the noise ordinance were to be brought back to the City Commission in September and October respectively. I propose to return with the special events ordinance in October rather than September and to return with the noise ordinance in November rather than in October. The delay would enable us to ensure that a greater portion of the legal fees related to these ordinances will be incurred in the next fiscal year and allow more time to coordinate better presentations with staff.

Additionally, although it is not always possible to control timing of matters that occur in the context of litigation files; it will be possible to defer scheduling of hearings on city initiated motions; requests for mediation and scheduling of depositions in certain

files until after October 1<sup>st</sup>. I have discussed how this might be accomplished in more detail with the attorneys in the office.

## II. Pending projects:

I have held a meeting with the attorneys in the office in order to discuss preparation of this memo and coming up with a list of projects that we might otherwise have started before October 1<sup>st</sup> that could wait to be commenced after the start of the new fiscal year.

These projects include:

1. Revisions to the ordinance establishing certain charges, fees and processes for handling delinquent accounts administered by the Utilities Department. This subject was discussed at the regular City Commission meeting of August 18, 2014.
2. Request from the Police Department for new alarm fee ordinance.
3. Request from Parking Division for ordinance to establish a residential parking permit program.
4. Ordinance establishing closing time for cemeteries.
5. Ordinance to allow purveyors of foodstuffs and consumables to offer samples to patrons on the sidewalk
6. Research and report on medical marijuana dispensaries
7. Sidewalk Café ordinance amendments
8. Pending annexation ordinances.
9. Request for review and revision of Board of Adjustment Rules of Procedure
10. Finally, we can defer work on certain contracts and easements as requested by staff, if we are advised that the project is not time sensitive.



**Date:** August 26, 2014

**To:** Mayor Willie Charles Shaw  
Vice Mayor Susan Chapman  
Commissioner Suzanne Atwell  
Commissioner Paul Caragiulo  
Commissioner Shannon Snyder

**From:** Pamela M. Nadalini, MBA, CMC, City Auditor and Clerk

**Subject:** FY 2013-2014 City Auditor and Clerk Proposed Budget Reduction

As discussed during the August 18, 2014 Regular City Commission Meeting, an initial budget reduction amount of \$25,134 in current fiscal year funds was provided to the City Commission for consideration for the Office of the City Auditor and Clerk. Since the time of the above-mentioned meeting, I have identified additional reductions in the amount of \$15,000, for a grand total reduction amount of \$40,134 in the current Fiscal Year 2013-2014.

Please consider the following budget reduction for the Fiscal Year 2013-2014 Budget for the Office of the City Auditor and Clerk:

**Reductions Identified for August 18, 2014 Regular City Commission Meeting**

Account Code	Description	Amount
001-042-684-000322-000000	Merchandise for Resale	\$ 4,230.00
001-042-691-000695-000000	PC Software	\$ 5,000.00
001-042-694-000381-000000	Furniture <\$500	\$ 2,000.00
001-042-694-000681-000000	Office Furniture	\$ 8,904.00
001-042-697-000320-000000	General Supplies	\$ 1,000.00
001-042-697-000439-000000	Duplicating and Printing	\$ 1,000.00
001-042-697-000441-000000	Title Records/ Filing Fees	\$ 3,000.00
<b>Subtotal</b>		<b>\$ 25,134.00</b>

**Additional Reductions Identified post-August 18, 2014 Regular City Commission Meeting**

Account Code	Description	Amount
001-042-684-000428-000000	Advertising	\$ 5,000.00
001-042-692-000571-000000	Computer Hardware and Software Maintenance	\$ 5,000.00
001-042-694-000437-000000	Special Services	\$ 5,000.00
<b>Subtotal</b>		<b>\$ 15,000.00</b>

**Total Reduction Amount for FY2013-2014 Budget \$ 40,134.00**

I welcome the opportunity to discuss this matter at the upcoming meeting of the City Commission. Thank you for your consideration.