

TAB 3



City of Palmetto Agenda Item

Meeting Date

7/25/11

Presenter: Jim Freeman

Department: Finance

Title: Budget Resolution for CDBG Ward 1 Phase 2

Background:

The City received \$750,000 in CDBG grant funds towards the construction of Ward 1 Phase 2 improvements. The attached resolution is reallocating a portion of the funds from certain expense categories (i.e., Administration and Engineering within the grant) and moving the dollars into construction line items (i.e., sewer lines, water lines, etc.). The grant dollars will remain at \$750,000, however they will be applied to different budget line items when compared to the initial budget.

Budgeted Amount: \$750,000 **Budget Page No(s):** **Available Amount:** **Expenditure Amount:**

Additional Budgetary Information:

Funding Source(s): Grant Funds **Sufficient Funds Available:** Yes No **Budget Amendment Required:** Yes No **Source:**

City Attorney Reviewed: Yes No N/A **Advisory Board Recommendation:** For Against N/A **Consistent With:** Yes No N/A

Potential Motion/Direction Requested: To approve Resolution 2011-21

Staff Contact: Jim Freeman

Attachments: Resolution 2011-11

RESOLUTION NO. 2011-21

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, AMENDING RESOLUTION NO. 2010-29, WHICH RESOLUTION ADOPTED THE BUDGET FOR FISCAL YEAR 2010-2011, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, from time to time it is necessary to increase or decrease revenues and expenditures in certain accounts, and;

WHEREAS, it is necessary to provide budgetary authorization for the expenditure of these funds;

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

Section 1: That the following GL Accounts are increased/decrease for the Ward 1 Phase 2 Part B CDBG Project.

<u>Account #</u>	<u>Activity Number</u>	<u>Program Budget</u>	<u>Increase</u>	<u>Decrease</u>
307 701 6320 9014	21A	Administration		60,000.00
440 701 6300 9014	03I	Flood & Drainage	22,006.00	
307 701 6320 9014	03I	Engineering		5,800.00
307 701 6300 9014	03L	Pedestrian Malls/Sidewalks	4,600.00	
307 701 6320 9014	03L	Engineering		1,500.00
432 701 6333 9014	03J	Sewer Line Replacement		32,382.00
432 701 6335 9014	03J	Water Line Replacement		108,208.00
307 701 6320 9014	03J	Engineering		22,500.00
307 701 6300 9014	03K	Street Improvements-Repaving	206,734.00	
307 701 6320 9014	03K	Engineering		2,950.00
			233,340.00	233,340.00

Section 2: This Resolution shall become effective immediately upon its passage.

Section 3: All Resolutions and parts of Resolutions in conflict herewith are repealed.

PASSED AND DULY ADOPTED, in regular session, by the City Commission of the City of Palmetto, with a quorum present and voting, this 25th day of July, 2011.

CITY OF PALMETTO, FLORIDA
BY AND THROUGH THE CITY
COMMISSION OF THE CITY OF
PALMETTO

By: _____
SHIRLEY GROOVER BRYANT,
MAYOR

ATTEST: JAMES R. FREEMAN

By: _____
City Clerk



516 8th Avenue West
P.O. Box 1209
Palmetto, Florida 34220-1209
Phone: (941) 723-4570
Fax: (941) 723-4576
e-mail: mayor@palmettofl.org

July 26, 2011

Mr. Patrick Howard
CDBG Program Specialist
Department of Community Affairs
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100

Dear Mr. Howard:

The enclosed City of Palmetto CDBG Budget Amendment #1 reallocates the CDBG funds to construction work only. The City is paying the administration and engineering fees. There are no beneficiary changes, no change in the current Activity Work Plan, and no changes in the current score.

We intend to conclude this CDBG grant program in August 2011, and we would like to thank you and the Department for your efforts in our success.

Sincerely,

Shirley Groover Bryant
Mayor

SGB/dr
Enclosure

Modification to Subgrant Agreement

**MODIFICATION NUMBER (1) TO SUBGRANT AGREEMENT BETWEEN
THE DEPARTMENT OF COMMUNITY AFFAIRS AND
CITY OF PALMETTO, FL**

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs, (“the Department”), and (City of Palmetto, FL), (“the Recipient”), to modify DCA Contract Number (11DB-L4-08-51-02-N 32), award dated (October 13, 2010.) (“the Agreement”).

WHEREAS, the Department and the Recipient entered into the Agreement, pursuant to which the Department provided a subgrant of \$750,000 to Recipient under the Small Cities Community Development Block Grant (“CDBG”) Program as set forth in the Agreement;

WHEREAS, the Department and the Recipient desire to modify the Agreement;

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

Reinstate Agreement

1. The Agreement is hereby reinstated as though it had not expired.

Extend Agreement

2. Paragraph 3, Period of Agreement is hereby revised to reflect an ending date of (Type in date, if applicable).

Revise Activity Work Plan

3. The Attachment B, Activity Work Plan section of the Agreement is hereby deleted and is replaced by the revised Attachment B, Activity Work Plan section, which is attached hereto and incorporated herein by reference.

Revise Program Budget and Scope of Work

4. The Attachment A, Program Budget and Scope of Work section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget and Scope of Work, which is attached hereto and incorporated herein by reference.

Modification to Subgrant Agreement

Modification Number: 1

DCA Contract Number: 11DB-L4-08-51-02-N 32

Recipient: (City of Palmetto, FL)

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Change in Participating Parties

5. The Attachment A, Program Budget and Scope of Work section, is hereby modified to delete all references to “(Type in name, if applicable.)” as the Participating Party, and replace them with “(Type in name, if applicable.)” as the Participating Party with the understanding that the Recipient and the new Participating Party will enter into a Participating Party Agreement containing provisions and caveats that meet or exceed the conditions agreed to in the Participating Party Agreement between the Recipient and the original Participating Party.

Inclusion of an Unmet Need as Addressed in the Original Application

6. The Attachment A, Program Budget and Scope of Work section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget and Scope of Work, which is attached hereto and incorporated herein by reference.
7. The Attachment B, Activity Work Plan section of the Agreement is hereby deleted and is replaced by the revised Attachment B, Activity Work Plan section, which is attached hereto and incorporated herein by reference.

Change in Number of Accomplishments and/or Beneficiaries

8. The Attachment A, Program Budget and Scope of Work section of the Agreement is hereby deleted and is replaced by the revised Attachment A, the Program Budget and Scope of Work, which is attached hereto and incorporated herein by reference.

Other: (Budget Amendment)

All provisions of the Agreement and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform to this Modification, effective as of the date of the execution of this Modification by both parties.

All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

Modification to Subgrant Agreement

Modification Number: (1)

DCA Contract Number: (11DB-L4-08-51-02-N 32)

Recipient: (City of Palmetto, FL)

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IN WITNESS WHEREOF, the parties hereto have executed this document as of the dates set herein.

Department of Community Affairs

Recipient: (City of Palmetto, FL)

By: _____

By: _____

Name: Ken Reecy

Name: (Honorable Shirley Groover Bryant)

Title: Director, Division of Housing
and Community Development

Title: Mayor

Date: _____

Date: _____

Modification to Subgrant Agreement

Instructions for Completing the Modification to Subgrant Agreement Form.

1. Use the “Tab” key to move from one field to the next. “Shift Tab” lets you move backwards.
2. Type in the Modification Number in the three fields where it asks for the number.
3. Type in the Contract Number in the three fields where it asks for the number.
4. Type in the Local Government Name in the five fields where it asks for the Recipient.
5. Type in the Date and Subgrant Amount in the fields on the first page where it asks for the information.
6. Move the cursor to the appropriate box(es) to indicate the modification(s) being requested. Left “click” on the box and an “X” will appear, indicating that the section is being modified.
7. If the modification seeks to extend the end of the subgrant, type in the new date on the appropriate line.
8. If the modification makes changes to the “Participating Parties,” type in the names where indicated.
9. If the reason for the modification is not one of the seven common reasons, put an “X” in the check box before “Other” at the bottom of the second page and then tab to the form field and type in the reason.
10. On page 3, type in the name of the person signing the modification and the person’s title. **The date must be hand written. (The person signing the modification must have signature authority.)**
11. Submit three originals of the modification along with the required supporting documentation.

Request for Amendment

4/12/2011

Recipient: City of Palmetto, FL

Amendment Request Number: 1

Date: 10/13/2010

Contract Number: 11DB-L4-08-51-02-N 32

Rule in Effect for This Grant: 9B-43

Local Government Authorization: _____

(Authorized Signature)

Date Signed: _____

DCA Authorization: _____

Date Approved: _____

Activity Code	Activity Name	Budget Information				Activity Accomplishments			
		Original Budget	Current Budget (before this amendment)	Proposed Budget	Original Contract	Current Contract (before this amendment)	Original Contract	Proposed Contract	
1	2	3	4	5	6	7	8		
N/A	Administration	\$ 60,000	\$ 60,000	\$ -0-	N/A	N/A	N/A	N/A	
N/A	Engineering	\$ 32,750	\$ 32,750	\$ -0-	N/A	N/A	N/A	N/A	
03I	Flood & Drainage	\$ 116,180	\$ 116,180	\$ 138,186	2,614 LF	2,614 LF	2,614 LF	2,614 LF	
03L	Pedestrian Malls & Sidewalks	\$ 28,924	\$ 28,924	\$ 33,525	2,265 LF	2,265 LF	2,265 LF	2,265 LF	
03J	Sewer Line Replacement	\$ 182,600	\$ 182,600	\$ 150,218	2,030 LF	2,030 LF	2,030 LF	2,030 LF	
03K	Street Improvements	\$ 58,921	\$ 58,921	\$ 265,655	6,543 LF	6,543 LF	6,543 LF	6,543 LF	
03J	Water Line Replacement	\$ 270,625	\$ 270,625	\$ 162,417	4,730 LF	4,730 LF	4,730 LF	4,730 LF	
		\$	\$	\$					
		\$	\$	\$					
		\$	\$	\$					
		\$	\$	\$					
		\$	\$	\$					
		\$	\$	\$					
Totals		\$ 750,000	\$ 750,000	\$ 750,000					

Request for Amendment

Activity Code	Activity Name	Beneficiaries										
		Total Beneficiaries			Low & Moderate Income		Very Low Income					
		Original #	Current #	Proposed #	Original #	Proposed #	Original #	Proposed #				
03I	Flood & Drainage	191	191	191	183	96%	183	96%	88	46%	88	46%
03L	Pedestrian Malls & Sidewalks	191	191	191	183	96%	183	96%	88	46%	88	46%
03J	Sewer Line Replacement	191	191	191	183	96%	183	96%	88	46%	88	46%
03K	Street Improvements	191	191	191	183	96%	183	96%	88	46%	88	46%
03J	Water Line Replacement	191	191	191	183	96%	183	96%	88	46%	88	46%

20. Total # Unduplicated Beneficiaries: Original 191 Proposed 191

21. Total # Unduplicated LMI Beneficiaries: Original 183 Proposed 183

22. Total # Unduplicated VLI Beneficiaries: Original 88 Proposed 88

23. Total # Unduplicated LMI Households: Original 49 Proposed 49

24. Does this amendment reduce any other project funds previously committed as leverage from local or other sources? Yes No
 (if yes, you must complete and attach the **Sources and Uses of Funds** form.)