

TAB 8

CRA ADVISORY BOARD MARCH 17, 2009 MEETING

COMMENTS AND RECOMMENDATIONS

Agenda Item V. A.

Payment and Budget Amendment for Survey Invoice from Leo Mills and Associates for flagging wetland buffer at Palmetto Palms

The Advisory Board unanimously recommends that the CRA Board approve the budget amendment for \$1,200 and expenditure of \$1,600 as attached.

ATTACHMENT

G



CITY OF PALMETTO
BUDGET ADJUSTMENT FORM

Resolution No

BUDGET ADJ # []

Date of Request February 9, 2009

This form is to be used to request all budget adjustments.

Move to Account

Table with 3 columns: Account Description, Account Number, Amount in Whole Dollars. Row 1: Engineering Services, 6905593120, \$1,200.00

Move from Account

Table with 3 columns: Account Description, Account Number, Amount in Whole Dollars. Row 1: Community Redevelopment, 6905598212, \$1,200.00

Explanation for Adjustment:

Mayor Bryant requested payment from CRA. Insufficient funds in engineering services line to make payment.

Bev Minnix
Bev Minnix 2-9-2009
Person Requesting Change & Date

Jay Stewart 2-9-09
Department Head Approval & Date

For Finance Use

(stamp)

Finance Approval & Date City Clerk Approval & Date Posted By and Date

Pursuant to Department Head Meeting 2-4-09

Mayor Bryant requested the attached invoice in the amount of \$1,600.00 (Leo Mills & Associates for Palmetto Palms) to be paid from CRA Budget. Account #6905593120 Engineering Services has a balance of \$1,200. Approval is needed for budget adjustment of \$400.00 from Account #6905598212 Community Revitalization to 6905593120 Engineering Services as well as payment of the invoice.

LEO MILLS & ASSOCIATES, INC.

INVOICE

Land Planners and Surveyors
 620 8th Avenue West
 Palmetto, FL 34221
 PH(941)722-2460 FAX(941)722-9640

DATE	INVOICE NUMBER
1/16/2009	4587

BILL TO
City of Palmetto Building Dept. Attn: Van Brown 600 17 St. W. Palmetto, FL 34221 <i>Palmetto Palms</i>

CUSTOMER INFORMATION
12th St. W. Called for P/U

JOB NUMBER	TERMS
C-6777	Net 30

DATE	DESCRIPTION OF SERVICES	CHARGES	AMOUNT DUE
1/16/2009	Flagged Boundary Lines and flagged wetland buffer 25' safe clearing line.	1600.00	1,600.00

<i>Thank you for your business</i>	TOTAL DUE	\$1,600.00
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1 1/2% per month charge on account not paid within 30 days. Please pay from this invoice and WRITE JOB NUMBER ON REMITTANCE OR ATTACH COPY OF OUR INVOICE.
 This survey/report is provided in hard copy format only. The fee charged provides for six signed and sealed copies. All graphic and text data is copyrighted.

Palmetto City Commission
September 3, 2008 5:00 PM

Elected Officials Present:

Larry Bustle, Mayor
Tambra Varnadore, Vice Mayor
Eric Ball, Commissioner
Tamara Cornwell, Commissioner
Brian Williams, Commissioner

Elected Officials Absent:

Mary Lancaster, Commissioner

Staff and Others Present:

James R. Freeman, City Clerk
Chief Garry Lowe
Chris Lukowiak, Public Works Director
Tanya Lukowiak, CRA Executive Director
Bob Schmitt, Planning Supervisor/Zoning Administrator
Diane Ponder, Deputy Clerk-Administration

Mayor Bustle called the meeting to order at 5:05 pm, followed by a moment of silence for overseas personnel and the Pledge of Allegiance.

1. AGENDA APPROVAL

MOTION: Mr. Williams moved, Ms. Varnadore seconded and motion carried 4-0 to approve the September 3, 2008 5:00 agenda.

2. DISCUSSION: FY2009 BUDGET

Commission made the following amendments to the proposed FY2009 budget:

CRA

Engineering was reduced by \$2,000
Promotional Advertising was reduced by \$5,000
Operating Expenses was reduced by \$2,500
Fairs & Festivals was reduced by \$2,500

City Clerk

\$2,000 identified as a Fairs & Festivals line item was deleted

Mayor and Commission

Office Supplies was reduced by \$500
Non-capitalized Equipment was reduced by \$500

IT Department

Office supplies reduced by \$1,500
Discussion was held on Commissioners being provided laptop computers. As a result, three desktop and one laptop were transferred to open a line item to fund the purchase in the future.

PW

Office Supplies reduced by \$4,000
Small Tools was reduced by \$2,800 (one traffic counter)