

TAB 9

# **CRA ADVISORY BOARD MARCH 17, 2009 MEETING**

## **COMMENTS AND RECOMMENDATIONS**

### **Agenda Item V. B.**

**Payment & Budget Amendment for additional payment for engineering services for US 41 and 7<sup>th</sup> Street**

The Advisory Board unanimously recommends that the CRA Board approve the budget amendment for \$177 and expenditure of \$166.82 as attached.

# **ATTACHMENT**

**H**



CITY OF PALMETTO
BUDGET ADJUSTMENT FORM

Resolution No

BUDGET ADJ # [ ]

Date of Request February 20, 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, \$177.00

Move from Account

Table with 3 columns: Account Description, Account Number, Amount in Whole Dollars. Row 1: Community Redevelopment, 6905598214, \$177.00

Explanation for Adjustment: Small additional payment due to ZNS for engineering services for US 41 at 7th Street Set up on PO #77063 which has been liquidated

Bev Minnix 2-20-2009 Person Requesting Change & Date

[Signature] 2/23/09 Department Head Approval & Date

For Finance Use

(stamp)

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

PO#: 77063 Req No: CR000181

Vendor: ZNS ENGINEERING L.C.

SENT TO: 29660 1 ZNS ENGINEERING

ZOLLER, NAJJAR & SHROYER INC. 201 5TH AVE DR E BRADENTON, FL 34208

SHIP TO:CR COMMUNITY REDEVELOPMENT AGENCY CITY OF PALMETTO 715 - 4TH STREET W PALMETTO, FL 34221

Order Dt: 06/07/07  
 Due Dt: 09/30/07  
 Status: Closed

FOB Point:  
 Ship Via:  
 Re-Encum: yes

Terms: NET30  
 Batch#: 47573  
 Type: N

Hist Desc: 7TH ST SIGNALIZATION PROJ

Message: REQ JIM FREE JR  
 4/9/08 BOARD APPROVED \$5304.96 INCREASE  
 PROJECT #39741

Line Description G/L Acct#	Qty Req#	Price UOM Job#	Extended	Qty Rcv	Qty Pd	Amt Exp	Open Amt
1. 7th St Signalization 6905596300	19999.85 CR000181	1.0000 EA	19,999.85	19999.85	19999.85	19,999.80	.00
2. 7th St Signalization 6905598214	5304.96	1.0000 EA	5,304.96	5304.96	5304.96	5,304.81	.00
*** TOTALS ***			25,304.81			25,304.61	.00

77063

RECEIVED

FEB 11 2009

PUBLIC WORKS  
DEPARTMENT

INVOICE

ZNS ENGINEERING, L.C.  
ENGINEERS, PLANNERS, LAND SURVEYORS AND ENVIRONMENTAL CONSULTANTS  
Federal Tax ID #65-0961154

201 5th Avenue Drive, East  
P.O. Box 9448 Bradenton, Florida 34206  
Phone: (941) 748-8080

Invoice ATTN: MS. TANYA LUKOWIAK  
to: CITY OF PALMETTO CRA  
715 4TH STREET WEST  
PALMETTO, FL 34221

Project No: 39791  
US 41 AT 7TH STREET

PA	Billing Period:	Date of Invoice:	Terms:	Invoice No.:
	12/31/2008 - 01/27/2009	02/09/2009	due on receipt	109860

Last Invoice#: 109465    Dated: 01/09/2009    Previous balance:    \$488.82

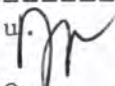
-----Payments & Credits-----

Ck#	Date	Amount	
TRANSF	02/09/2009	312.00	
			Payments & Credits:    312.00

Past Due:    176.82

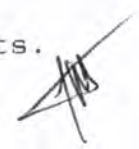
Services Rendered:  
CREDIT FOR TIME ERRONEOUSLY CHARGED    0.00

Total Due - Please Pay This Amount:    \$176.82

Please Indicate The Project Number On Your Remittance.    Thank You. 

If You Have Any Questions Regarding The Current Charges On This Invoice,  
We Must Receive Your Written Inquiry Within 15 Days Of The Invoice Date.  
Otherwise, The Invoice Will Be Deemed Approved And Accepted.

Highest Legal Interest Rate Will Be Charged On Delinquent Accounts.



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*[Handwritten mark]*

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)