

RESOLUTION NO. 18R-2687

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017 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. 17R-2659 the City has adopted a budget for the fiscal year beginning on October 1, 2017 and ending on September 30, 2018; 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, 2017 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 Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.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 6th day of November, 2017.

Mayor Shelli Freeland Eddie

ATTEST:

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

<u>Yes</u>	Mayor Eddie
<u>Yes</u>	Vice Mayor Alpert
<u>Absent</u>	Commissioner Shaw
<u>Yes</u>	Commissioner Brody
<u>Yes</u>	Commissioner Ahearn-Koch

EXHIBIT A
City of Sarasota
Budget Amendments for 2017-18

Back-up #	FND	DPT	CC	OBJECT	PROJ	Project Description	Appropriated Expense	Appropriated Revenue	Use of Fund Balance
<i>Building Services</i>									
11/6-01	106	033	651	000695	003063	Increase expense budget for Building Services software project management	190,000		
	106	033	651	000682	003063	and new equipment	4,000		
						Use of Fund Balance			(194,000)



Interoffice

Memorandum

Date: October 12, 2017

To: Kelly Strickland, Director Financial Administration

From: Timothy Litchet, Director of Development Services

Subject: Request for Budget Amendment

The purpose of this request is to prepare a budget amendment for \$194,000.

Development Services is requesting to increase the expense budget using fund balance from the Building Services Fund.

In September 2016 Development Services received approval to replace their aging LOTUS NOTES platform computer system with a system procured from Mitchell Humphrey and Company by way of the standard procurement process. Part of the requested approval was to allow for contracting of a project manager to serve as the City of Sarasota liaison during project implementation. William Snyder, who holds a Master of Science in Technology Management was procured as project manager through a state contract with Modis, Inc. at an inclusive rate of \$90 per hour and he reports to the Information Technology Department. Mr. Snyder works on site at City Hall, and has proved to be an excellent senior project manager, and staff feels it would be detrimental to try to bring a new project manager up to speed on this important project at this point in time. While staff is requesting funding for another year of project management, we reasonably believe final project implementation will be around 9 months, assuming no other unexpected or unknown findings. Additionally, when Mr. Snyder is not working directly on the implementation he is helping the Information Technology Department on other related projects such as the recent phone deployment project that benefits not only Development Services but the city as a whole.

The Mitchell Humphrey's project has completed the installation of the Local Business Tax Module, and are projecting a go live date in late November/early December for the Code Compliance Module, and completing the Building Permitting Module in late spring/early summer. A budget amendment \$190,000 is needed to renew Mr. Snyder's contract to complete the project, and an additional \$4,000 is being requested to add two new cash registers to work with the new computer system.

There have been numerous delays and challenges that needed to be overcome in order to move this project forward. Most of these have been caused by our vendor, Mitchell Humphries and their product FastTrackGov (FTG), but not all. The city's legacy Lotus database lacked documentation and that required several database conversions. This is a very complex process as the Lotus format is unlike that of any modern database. The vendor has had multiple difficulties in duplicating Lotus outputs in FTG and also lost key personnel, which led to the loss of key process flows. This greatly increased the time spent bringing new FTG team members up to speed on COS procedures and processes.

The money requested will be drawn from the Building Department special revenue fund, which has a \$9M surplus and is to be used to fund improvements and costs related to the building department functions, such as this. There is no impact to the general fund.

Both the Information Technology Director and the Director of Development Services support this request.

Expenses:

106-033-651-000695-003063 - Building Software Project Management \$190,000

106-033-651-000682-003063 – Register for Permitting, Code and Local Business Tax \$4,000