



## MEMORANDUM TO VENICE CITY COUNCIL

**FROM:** Linda Senne, CPA, Finance Director

**DEPARTMENT:** Finance Department

**THROUGH CHARTER OFFICER:** Edward Lavallee, City Manager

**DATE:** June 20, 2022

**MEETING DATE:** Tuesday, June 28, 2022

**COUNCIL ACTION REQUESTED:** For Council Adoption by Motion

**SUPPORTS STRATEGIC PLAN:** Goal Three: Ensure a Fiscally Sound City

**SUBJECT / TOPIC:** Budget Amendment #5 for Fiscal Year 2022

**BACKGROUND INFORMATION:** The City of Venice, pursuant to Section 200.065, Florida Statutes, adopted its fiscal year (FY) 2022 operating budget, revenues and expenses, and capital improvement program by approving Ordinance No. 2021-32 on September 28, 2021 for \$117,399,741. The City Council can amend the budget as necessary throughout the year by adopting an amending ordinance in the same manner as the original budget adoption.

The FY2022 budget was increased by certain encumbrances (\$22,104,996) and project balances (\$26,758,391) rolled forward from FY2021. Encumbrances represent the balances on certain purchase orders at September 30, 2021. Project balances are when a project has been approved in FY2021, but a contract has not been finalized (or encumbered). The Fiscal Year 2022 budget was amended by approving Ordinance No. 2022-01 on January 11, 2022 for \$1,450,000, by approving Ordinance No. 2022-04 on January 25, 2022 for \$337,000, by approving Ordinance No. 2022-07 on April 12, 2022 for \$414,000, and by approving Ordinance No. 2022-13 on May 24, 2022 for \$3,922,796, said budget as amended being \$172,386,924.

In addition, certain additional expenses were not anticipated at the time the original FY2022 budget was adopted or amended. The City desires to amend its FY2022 adopted budget by \$142,200 to improve the field conditions for #2 Youth Soccer Field and the Letson Football Field at Wellfield Park as identified on the attached memo from the Director of Public Works. \$82,200 will come from General Fund Reserves and \$60,000 will be funded via a grant from the Gulf Coast Community Foundation. The proposed amended budget for FY2022 is \$172,529,124 as shown in the schedule on page 2.

	Adopted FY2022 Budget	Prior Encumbr/Project Rolls & Amendments	Prior Budget Amendments	BA #5	Total Amended Budget
General Fund	\$ 37,963,334	\$ 519,512	\$ 1,257,797	\$ 142,200	\$ 39,882,843
1Cent Sales Tax	2,774,200	1,784,665	-	-	4,558,865
Building Fund	3,374,865	659,529	-	-	4,034,394
Other Special Rev	1,409,250	33,500	20,000	-	1,462,750
Debt Serve Fund	2,564,674	-	-	-	2,564,674
Cap Proj Funds	550,000	2,519,647	2,750,000	-	5,819,647
Enterprise Funds	56,902,274	42,769,509	436,000	-	100,107,783
Internal Service	11,861,144	577,025	1,659,999	-	14,098,168
<b>Total</b>	<b>\$ 117,399,741</b>	<b>\$ 48,863,387</b>	<b>\$ 6,123,796</b>	<b>\$ 142,200</b>	<b>\$ 172,529,124</b>

**STAFF RECOMMENDATION:** Approve Budget Amendment.

Yes N/A

- Document(s) Reviewed for ADA compliance (required if for agenda posting)
  - City Attorney Reviewed/Approval
  - Risk Management Review
  - Finance Department Review/Approval
- Funds Availability (account number): 001-0930-572.63-00

Original(s) attached: [Click or tap here to enter text.](#)

Cc: [Click or tap here to enter text.](#)



**MEMORANDUM**

**FROM:** Charles Mopps, Director of Public Works and Asset Management *CM*  
**DEPT:** Public Works  
**TO:** Edward Lavallee, MPA, ICMA-CM, City Manager  
**DATE:** 6/14/2022  
**RE:** Request for Budget Amendment

**SUBJECT:** Wellfield #2 Youth Soccer Field and Letson Stadium Football Field Improvements

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**BACKGROUND:** At the May 10, 2022 City Council meeting, David Jarvis, President of the Venice Soccer Club, made a presentation on the condition of Soccer Field #2. Through that presentation, it was determined that the field needed a complete restoration including, laser grading, nematode treatment and the placement of new rolled-sod. City Council supported moving forward with this important project.

A request for quotes went out to five sod/turf contractors on May 20, 2022 to address the situation on Soccer Field #2. Shortly after, City and County staff were contacted by the Gulf Coast Community Foundation (GCCF) about a project partnership opportunity through their community grant program. GCCF was interested in having an even larger impact at Wellfield Park, therefore it was suggested to include the field enhancement at Letson Football Stadium also located within Wellfield Park and in need complete field restoration.

The request for quotes were updated to include both fields, so that pricing could be obtained for this larger partnership project. Quotes were received on June 3, 2022. The breakdown of the costs and quote results are as follows:

Company	Soccer Field #2 80,000sf	Letson Stadium 80,000sf	Total
Sunbelt Sod	\$59,200	\$59,200	\$118,400
Sod Professionals	\$79,200	\$79,200	\$158,400

**Additional Costs for completion include:**

- Command (Nematode Treatment) = \$11,900
- Sand = \$3,000
- Laser Grade = \$5,000
- Soil = \$2,000

Total of Additional Costs = \$21,900 **per field**

**Estimated totals to complete both fields (soccer #2 and football)**

- Sunbelt Sod installation + completion costs = \$162,200 (divided by 2 fields = \$81,100)

- Sod Professionals installation + completion costs = \$202,200 (divided by 2 fields = \$101,100)

The Gulf Coast Community Foundation has authorized a community grant in the amount of \$60,000 to support this regionally beneficial project. This partnership between the City of Venice, Sarasota County and GCCF will allow for the restoration of both the Soccer Field #2 and the Letson Stadium Football Field. The grant application has been submitted and the City will work with GCCF for reimbursement of this grant funding portion.

The City will be responsible for issuing the Purchase Order for the turf replacement and the Nematode Treatment. Sarasota County will be responsible for the sand, laser grade and soil. total cost needed for the budget amendment is \$142,200.

City of Venice	\$82,200
Gulf Coast Community	<u>\$60,000</u>
	\$142,200 Total

Sarasota County	<u>\$20,000</u> (+labor)
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**Total Cost of Project      \$162,200**

**REQUESTED ACTION:** Approval of budget amendment, in the amount of \$142,200, to appropriate funds to improve the field conditions for #2 Youth Soccer Field and Letson Stadium Football Field at Wellfield Park.

Yes	N/A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	City Attorney Reviewed/Approval
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Risk Management Review
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Finance Department Review/Approval
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Funds Availability (account number):      001-0930-572-63-00

Cc: Linda Senne, Finance Director  
James Clinch, Assistant City Manager