

**From:** John Holic

**Sent:** Friday, September 7, 2018 3:47 PM

**To:** Billy Stein <billyjosmailslot@gmail.com>; City Council <CityCouncil@Venicegov.com>

**Subject:** Re: Stop the madness!

Dear Billy Jo Stein,

On behalf of Venice City Council, thank you for your comments. All debates on the items you mentioned are on line and available for review at [www.venicegov.com](http://www.venicegov.com) . If you need help locating any of the discussions, please call the City Clerks office and one on the clerks will assist you in opening the proper topic.

Thank you for asking.

Sincerely,

John Holic

Mayor, City of Venice

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From: Billy Stein <[billyjosmailslot@gmail.com](mailto:billyjosmailslot@gmail.com)>

Sent: Friday, September 7, 2018 3:25 PM

Subject: Stop the madness!

To: City Council <[citycouncil@venicegov.com](mailto:citycouncil@venicegov.com)>

Please consider the elderly as you are passing all these budgets. You are out of hand. A 10% increase for City Manager, utility increases, added fire fees-when is it going to stop. Council is not being realistic!

Draw your horns in. We on Social Security got a minimal raise that was consumed by the increase for Medicare. Are you trying to finish us off? Please respond. I would like to know if you just rubber stamp any increase that is put in front of you.

Sincerely,

Billy Jo Stein

**From:** John Holic

**Sent:** Sunday, September 9, 2018 12:32 PM

**To:** John Luce <jtluce46@gmail.com>; City Council <CityCouncil@Venicegov.com>

**Subject:** Re: Very disappointed

Dear Mr. Luce,

On behalf of Venice City Council, thank you for your comments.

Sincerely,

John Holic

Mayor, City of Venice

401 W. Venice Ave.

Venice, FL 34285

Office: 941-882-7402

Cell: 941-303-3357

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**From:** John Luce <[jtluce46@gmail.com](mailto:jtluce46@gmail.com)>

**Sent:** Sunday, September 9, 2018 10:23:56 AM

**To:** City Council

**Subject:** Very disappointed

Dear Councilmembers who voted to increase the City Manager's salary by 10%.

You acted irresponsibly and without any common sense. Shame on you. When you do things like this it only reinforces a lack of good judgement in the minds of us taxpayers. I personally have lost faith in your leadership and your ability to control spending.

Thank you Mr. Holic and Ms Gates for being the voices of reason in this matter.

Regards,

John Luce

Sent from [Mail](#) for Windows 10

**From:** John Holic

**Sent:** Sunday, September 9, 2018 7:36 AM

**To:** Sara Lowther <[texsara@hotmail.com](mailto:texsara@hotmail.com)>; City Council <[CityCouncil@Venicegov.com](mailto:CityCouncil@Venicegov.com)>

**Subject:** Re: Concerned Residents

Dear Mr. and Mrs. Lowther,

On behalf of Venice City Council, thank you for your comments.

Sincerely,

John Holic

Mayor, City of Venice

401 W. Venice Ave.

Venice, FL 34285

Office: 941-882-7402

Cell: 941-303-3357

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**From:** Sara Lowther <[texsara@hotmail.com](mailto:texsara@hotmail.com)>

**Sent:** Sunday, September 9, 2018 7:09:16 AM

**To:** City Council

**Subject:** Concerned Residents

Dear City Council of Venice,

My husband and I have recently become aware of some issues that we are concerned about. We will not be able to attend the hearing, but would like to put our requests/concerns on record:

1. Pay raises for City Manager of 10% on top of a 10% raise last year. Please detail what accomplishments of the City Manager justify these type of increases in periods of little or no inflation? We read there is money in the budget for this for the raise, yet we as taxpayers are expected to absorb increases in City services - waste, water, recycling and to pay for street markers and bike stenciling on streets, for which we are unclear of the purpose and benefit.
2. As mentioned above, the increase for waste, water and recycling which appears to be hastily being put into being, without adequate and fair hearing. This is being done during a timeframe when the population is at its lowest, thus seemingly not reflecting a good faith attempt to involve the public in these debates.
3. We would appreciate a full transparent accounting of the fire department's budget and management of such, particularly with regard to charges for professional services and monies expended or earmarked for studies originating out of state. Without a full accounting and explanation/justification of continued annual overruns, it seems odd that our City Manager should merit a raise.
4. We are concerned about the fair and equitable allocation of the property tax burden in Venice and would like to know if any review has been done and if there is any regular interaction with the Sarasota County Appraiser's office?

My husband and I would like the Council to work more with the community to develop a means to better allocate and track tax payer dollars in Venice.

We hope these concerns are raised at the upcoming Council meeting.

Kind regards,  
Charles and Sara Lowther  
616 Valencia Rd

Sent from my iPad

**From:** John Holic

**Sent:** Monday, September 17, 2018 8:04 PM

**To:** kshepard@fuse.net

**Cc:** City Council <CityCouncil@Venicegov.com>; Edward Lavalley <ELavalley@Venicegov.com>; Linda Senne <LSenne@Venicegov.com>; Kelly Fernandez - Persson & Cohen <kfernandez@swflgovlaw.com>; Heather Taylor <HTaylor@Venicegov.com>

**Subject:** Re: Regarding the 2019 city budget

Dear Mr. Shepard,

On behalf of Venice City Council, thank you for your comments.

Sincerely,

John Holic

Mayor, City of Venice

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From: [kshepard@fuse.net](mailto:kshepard@fuse.net)

Sent: Monday, September 17, 2018 6:55 PM

Subject: Re: Regarding the 2019 city budget

To: John Holic <[jholic@venicegov.com](mailto:jholic@venicegov.com)>

Cc: City Council <[citycouncil@venicegov.com](mailto:citycouncil@venicegov.com)>, Edward Lavalley <[elavalley@venicegov.com](mailto:elavalley@venicegov.com)>, Linda Senne <[lsenne@venicegov.com](mailto:lsenne@venicegov.com)>, Kelly Fernandez - Persson & Cohen <[kfernandez@swflgovlaw.com](mailto:kfernandez@swflgovlaw.com)>, Heather Taylor <[htaylor@venicegov.com](mailto:htaylor@venicegov.com)>

Dear Mayor Holic

Thank you for your two replies to my messages dissenting on the City's 2019 FY budget. While I am glad we both agree the City Manager's raise is excessive, what about the other Council Members? Do they realize it takes a "SUPER HERO" in public service to win two 10% raises year over year? Is our City Manager that good?

Also, the General Fund budget is clearly over-relying on the Property Tax for revenue. While it is commendable that the City Charter has a provision to cap increases in the total budget to 3%, and the State of Florida has a similar governor on Property millage increases generally, the Property Tax has grown faster than inflation in the Venice City budget, while the Non-Property tax revenues, like the utility fees, franchise fees, and developer impact fees have all lagged in growth. This reflects a certain sluggishness on the part of the City Council to exercise equity in its stewardship of all the General Fund revenues.

In addition, there appears to be an over-reliance on a non-competitive consultant, StanTec, to study Fire Dept. issues at over \$350/hour plus expenses. If the City Manager and Fire Chief are so great, why do they need StanTec?

I am travelling out of town, and therefore unable to deliver these comments in person at the September 18, 2018 final hearing on the budget.. Thank you for your consideration.

Kevin Shepard  
1523 Waterford Drive  
34292

**From:** John Holic

**Sent:** Sunday, September 16, 2018 7:15 AM

**To:** kshepard@fuse.net

**Cc:** City Council <CityCouncil@Venicegov.com>; Edward Lavalley <ELavalley@Venicegov.com>; Linda Senne <LSenne@Venicegov.com>; Kelly Fernandez - Persson & Cohen <kfernandez@swflgovlaw.com>; Heather Taylor <HTaylor@Venicegov.com>

**Subject:** Re: Regarding the 2019 city budget

Dear Mr. Shepard,

Sorry for the second email, I neglected to mention that our final vote on the budget is this Tuesday, September 18, 2018 at 5:01 p.m. in Council Chambers at City Hall. As the two Ordinances to be voted on at the meeting are public hearings, anyone wishing to comment on one or both of the Ordinances may sign up with the City Clerk at the meeting and will be given 5 minutes to present their case.

I hope this helps.

Sincerely,

John Holic

Mayor, City of Venice

401 W. Venice Ave.

Venice, FL 34285

Office: 941-882-7402

**From:** Linda Senne  
**Sent:** Monday, September 17, 2018 7:34 AM  
**To:** John Holic <JHolic@Venicegov.com>; kshepard@fuse.net  
**Cc:** City Council <CityCouncil@Venicegov.com>; Edward Lavallee <ELavallee@Venicegov.com>; Kelly Fernandez - Persson & Cohen <kfernandez@swflgovlaw.com>; Heather Taylor <HTaylor@Venicegov.com>; Joe Welch <JWelch@Venicegov.com>  
**Subject:** RE: Regarding the 2019 city budget

Just an FYI:

The FY19 General Fund Proposed Budget is 3% more than the FY18 Amended Budget:

	General Fund
FY18 Amended Budget- after BA#2	28,941,018
FY19 Proposed Budget - After 1st Public Hearing	<u>29,886,860</u>
Amount of Increase	945,842
increase from FY18 adopted to FY19	3%

**From:** John Holic  
**Sent:** Sunday, September 16, 2018 7:15 AM  
**To:** [kshepard@fuse.net](mailto:kshepard@fuse.net)  
**Cc:** City Council <[CityCouncil@Venicegov.com](mailto:CityCouncil@Venicegov.com)>; Edward Lavallee <[ELavallee@Venicegov.com](mailto:ELavallee@Venicegov.com)>; Linda Senne <[LSenne@Venicegov.com](mailto:LSenne@Venicegov.com)>; Kelly Fernandez - Persson & Cohen <[kfernandez@swflgovlaw.com](mailto:kfernandez@swflgovlaw.com)>; Heather Taylor <[HTaylor@Venicegov.com](mailto:HTaylor@Venicegov.com)>  
**Subject:** Re: Regarding the 2019 city budget

Dear Mr. Shepard,  
Sorry for the second email, I neglected to mention that our final vote on the budget is this Tuesday, September 18, 2018 at 5:01 p.m. in Council Chambers at City Hall. As the two Ordinances to be voted on at the meeting are public hearings, anyone wishing to comment on one or both of the Ordinances may sign up with the City Clerk at the meeting and will be given 5 minutes to present their case.

I hope this helps.

Sincerely,  
John Holic  
Mayor, City of Venice  
401 W. Venice Ave.  
Venice, FL 34285  
Office: 941-882-7402  
Cell: 941-303-3357

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**From:** John Holic  
**Sent:** Sunday, September 16, 2018 6:57:56 AM



To: [kshepard@fuse.net](mailto:kshepard@fuse.net)

Cc: City Council; Edward Lavallee; Linda Senne; Kelly Fernandez - Persson & Cohen

Subject: Re: Regarding the 2019 city budget

Dear Mr. Shepard,

As one of two dissenting votes to the City Manager raise and the sole dissenting vote to the fiscal 2019 budget, I will not opine on your questions. I will, however, comment on your last paragraph as there was a complete Charter re-write completed in, I believe, 2013. This re-write took over a year to complete and was a direct result of the three Council Members that were elected in 2010. I am including section 5.02 of the Charter as this was a change that I requested and presented to the Charter Review Board and was voted on by the citizens of the City of Venice:

Sec. 5.02. - Submission of proposed budget and budget message.

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At least two months prior to the beginning of the fiscal year, the city manager shall submit to the city council a proposed balanced budget and additional recommendations of needs of the city for the ensuing fiscal year and an accompanying message. Without prior city council approval, the city manager's proposed **general fund** component of the budget shall not be increased by greater than three percent of the approved **general fund** component of the budget for the prior year, or the percentage change in the Consumer Price Index for All Urban Consumers, U.S. City Average, all items 1967=100, or successor reports for the preceding calendar year as initially reported by the United States Department of Labor, Bureau of Labor Statistics, whichever is greater. Nothing herein shall prohibit the city council from adopting a budget in excess of this limitation, so long as the approved budget is otherwise in accordance with law.

(Ord. No. 1232-86, exhibit A, § 10, 10-14-86; Ord. No. 2013-36, exh. A, 11-26-13)

**State Law reference**— Expenditures not to exceed revenues, F.S. § 166.241.

Sincerely,  
John Holic  
Mayor, City of Venice  
401 W. Venice Ave.  
Venice, FL 34285  
Office: 941-882-7402  
Cell: 941-303-3357

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From: [kshepard@fuse.net](mailto:kshepard@fuse.net) <[kshepard@fuse.net](mailto:kshepard@fuse.net)>

Sent: Saturday, September 15, 2018 2:24 PM

**To:** John Holic

**Subject:** Regarding the 2019 city budget

Dear Mayor [Holic](#)

I don't understand a couple things in the budget. How can the city be spending more (\$350/hr) on StanTec PLUS pay the City Manager another 10% all to advise the city how to organize Fire with county EMS? I didn't even mention the Fire Chief's salary. How many Chiefs does it take to lead ?

Also, if the City is reorganizing the Fire service, how do you know how to configure the \$2.3 mm Fire Station no. 1 that is budgeted to be built next year? Please move that decision be held for the 2020 budget.

Finally, the property tax is funding more and more of the General Fund, proposed to go up 7% next year alone. The growth in the non-tax revenues, i.e utility fees, franchise fees, "developer impact fees," etc, all just up 2 % or flat, IN AN ECONOMIC RECOVERY! If the City cannot get the franchises and developers to pay more in good times, WHEN?? Is all the burden going to Property Tax Payors? "Developer" fees are budgeted at \$145k. That's just .01% of General Fund revenue. Many of these issues were debated in the last campaign for election and promises made.

I think you should lead a policy to cap the property tax at 3% annual growth. After all, isn't that the intent of the two State of Florida reforms passed since 2008? Your email or phone should be "off the hook" due to the budget proposal

Kevin Shepard  
1523 Waterford Drive

**From:** Diane Erosa <dianeerosa@gmail.com>  
**Sent:** Monday, September 17, 2018 2:56 PM  
**To:** City Council <CityCouncil@Venicegov.com>  
**Subject:** Concerned over all these proposed increases

To The City Council

I have become aware of some issues that really concern me. I will not be able to attend the hearing, but would like to put my concerns on record.

- 1 Why is the City manager on for a 10% raise on top of the 10% last year? I would like to know what he has done to justify another raise so soon after his last one. I heard there is money in the budget for this, but yet the taxpayers have to absorb increases in all the city services: waste, water, recycling, and to include the street marking and bike stenciling on the streets. Why?
- 2 Stop rushing thru things without adequate and fair hearings and also being done during a time when population here is at its lowest. You must in good faith hold and attempt to involve the public for these debates when the populations is at its peak time.
- 3 I would appreciate a full transparent account for the fire department on their budget and management. To include charges for professional services and monies expended or marked for studies out of state. Without a full accounting and explanation of continued annual overruns, why does the City Manager merit a increase?
- 4 I am also concerned about the fair and equitable allocation of the property tax burden in Venice and would like to know if any has reviewed with Sarasota County Appraiser's office?

Please remember the majority of the populations living here full time and during the winter months are 65+ you are making it difficult for seniors to enjoy retirement here especially been on fixed incomes. The money only goes so far! In the 5yrs I have lived here the increase is just too much every year, and I am sure I am not the only one who feels this way.

Please keep the community of Venice in your decisions with these important things that are up for a vote.

Thank you  
Diane Erosa  
San Lino Circle  
Venice

**From:** John Holic

**Sent:** Monday, September 17, 2018 4:31 PM

**To:** Jerry Stieber <jerry\_stieber@outlook.com>; City Council <CityCouncil@Venicegov.com>

**Subject:** Re: Budget Items

Dear Mr. Steiner,

On behalf of Venice City Council, thank you for your comments. There are inequities that remain unresolved in the way that fees are collected and then not distributed for ALS Life Support services rendered. Under the current system, my calculations show that Venice is being short changed by approximately \$1 million dollars for services rendered by not paid for.

I do not think anyone wants higher fees, but rather we are trying to build better services for city residents. Consolidation could have worked and accomplished the same thing, however, that fell apart due to inaccurate figures from staff. The department currently has two chiefs involved, one for fire and one for rescue and they did not always go in the same direction.

We did not have a consultant working on consolidation and therefore no outside expert to help assure a fair and accurate plan, hopefully, this time will be different and the plan will give us data that can be used to make a final decision.

Sincerely,

John Holic

Mayor, City of Venice

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**From:** Jerry Stieber <[jerry\\_stieber@outlook.com](mailto:jerry_stieber@outlook.com)>

**Sent:** Monday, September 17, 2018 3:48:07 PM

**To:** City Council

**Subject:** Budget Items

Dear Representatives,

I would like to give you my thoughts on several of the items that will be discussed at the upcoming budget meeting.

#### **Funding the Fire Department**

From previous meetings on this subject it seems like the majority of the services performed by the department are non fire related (e.g. traffic accidents, EMS services). Based on the types of services performed shouldn't home owners like myself be assessed the costs incurred by the department for fire services and the rest of the costs be assessed to the public in general in the form of a sales tax or other form of general revenue vehicle.

That would put the costs where they are actually incurred. The department supports property owners as well as our many seasonal and vacation people. I'm not saying don't fund the department. I'm saying lets align the costs closer to the services performed.

#### **Insourcing the Ambulance Service**

This doesn't make sense to me. The service already exists and we are already paying for it in the form of county taxes. Unless there are some deficiencies with the exiting service we should strongly consider keeping it.

I think the costs would be prohibitive since the department would have to acquire all new vehicles to transport the patients.

It seems like the only reason you would consider this would be to justify the existence of the fire department. That's not the right reason to consider a costly item like this.

I know these are thorny issues but I think you should do what's best for all concerned stakeholders.

Best regards,  
Jerry Stieber

Sent from [Mail](#) for Windows 10

Sep 4, 2018 2:35:39 PM EDT

File Edit Commands Help

**SUPERION**  
NaviLine™

001-1101-522 34-00

- Account miscellaneous
- Budget miscellaneous
- Encumbrances
- Pre-encumbrances
- Transactions
- Detail by date
- Detail by code
- Detail by year & p
- Pending by date
- Pending by code
- Pending by year
- Procurement car

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

D card accou...

**Account information**

Q **FIRE CONTROL / OTHER CONTRACTUAL SERVICE**

Fiscal year: 2018 Dr

Budget: 22,290.00

Committed: 18,457.00

Balance: 3,833.00

**Project Data**

Project Entry Optional

**Account Balance by Period**

Period/Month	Actuals	Cumulative Totals
Q 01 October	.00	.00
Q 02 November	.00	.00
Q 03 December	4,645.00	4,645.00
Q 04 January	.00	4,645.00
Q 05 February	.00	4,645.00

**Payment information**

Vendor: (\* indicates pending) Total

Q SUNTRUST BANK	2,250.00
Q MUNICIPAL EMERGENCY SERVICES,	4,645.00
Q INTERGRAPH CORPORATION	5,292.00
Q ESO SOLUTIONS, INC	6,270.00

**Encumbrances**

Sequence #	Code	Freeform Information	Amount
1.00	COUN	A. FIRE OPS SOFTWARE MAINT/SERVICE	6790.00
2.00	COUN	B. TRAINING SOFTWARE MAINT/SERVICE	4000.00
3.00	COUN	C. MDT SOFTWARE MAINT/SERVICE	2500.00
4.00	COUN	D. CDW SOFTWARE MAINT/SERVICE	1000.00
5.00	COUN	E. MEDICAL DIRECTOR	8000.00

**Pre Encumbrances**

FY18 Expected =  
1) Original Budget = \$22,290

MVV

PREPARED 09/04/2018, 14:56:52

ACCOUNT ACTIVITY LISTING

PROGRAM GM360L

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FISCAL YEAR: 2018

ACCOUNT NUMBER SELECTION

FROM: 001-1101-522.34-00

TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

TRANSACTION SELECTION

TYPES... AJ X CR X BA X TF X EN X AP X

DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

PERIOD...FROM: 01 TO: 14

POSTING DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

SUPPRESS PRINTING OF ACCOUNTS WITHOUT TRANSACTIONS (N/Y): N

PRINT DEBIT/CREDIT COLUMNS, SUPPRESS BUDGET . . . (N/Y): Y

PRINT ENCUMBRANCE . . . . . (N/Y): Y

PAGE BREAK BY FUND: N

PAGE BREAK BY ACCOUNT: N

PAGE BREAK BY DPT/DIV: N

USE CURRENT BUDGET FOR ESTIM/APPROP TOTAL: Y

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
						001-1101-522.34-00 FIRE CONTROL / OTHER CONTRACTUAL SERVICE				
4460	042106	09/18 AP	06/18/18	0099393		ESO SOLUTIONS,	6,270.00-	6,270.00		
						MANAGEMENT SERVICES				
4364	042106	09/18 EN	06/06/18	042106		ESO SOLUTIONS,	6,270.00			
						PO ENTRY				
4527		09/18 AP	05/22/18	0000444		SUNTRUST BANK		2,250.00		
						Eso Solutions, Inc.				
2950	042019	06/18 AP	03/22/18	0098760		PROCUREMENT CARD PURCHASE				
						INTERGRAPH CORP	5,292.00-	5,292.00		
						EQUIP MNT, RECONDITIONING,				
2550	042019	05/18 EN	02/28/18	042019		INTERGRAPH CORP	5,292.00			
						PO ENTRY				
1404	041915	03/18 AP	12/19/17	0098030		EQUIP MNT, RECONDITIONING,				
						MUNICIPAL EMERG	4,645.00-	4,645.00		
						NON-BIDDABLE MISC ITEMS				
1078	041915	02/18 EN	11/30/17	041915		MUNICIPAL EMERG	4,645.00			
						PO ENTRY				
						NON-BIDDABLE MISC ITEMS				
						ACCOUNT TOTAL	.00	18,457.00	.00	18,457.00
						FUND TOTAL	.00	18,457.00	.00	18,457.00
						GRAND TOTAL	.00	18,457.00	.00	18,457.00

FY2018 YTD Actual

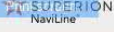

Note the FY2018 "expected" is the budgeted amount of \$22,290. YTD FY2018 expenditures are \$18,347.



This is the only level of detail we have on this account. The amount comes from the Department.

Sep 4, 2018 2:32:46 PM EDT

File Edit Commands Help

### Budget Level Miscellaneous Information Inquiry

**Budget level:** DEPT LEVEL ENTRY

**Account number:** 2018 001 1101 522 31 04 PROFESSIONAL SERVICES / V

**Total budget amount:** 588

Sequence Number/ Priority	Freeform Information	Amount
1.00	A. DIRECT PROGRAM	588

OK  
Exit  
Cancel

MW

PREPARED 09/04/2018, 14:17:20

ACCOUNT ACTIVITY LISTING

PROGRAM GM360L

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FISCAL YEAR: 2017

ACCOUNT NUMBER SELECTION

FROM: 001-1101-522.31-00

TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

TRANSACTION SELECTION

TYPES... AJ X CR X BA X TF X EN X AP X

DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

PERIOD...FROM: 01 TO: 14

POSTING DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

SUPPRESS PRINTING OF ACCOUNTS WITHOUT TRANSACTIONS (N/Y): N

PRINT DEBIT/CREDIT COLUMNS, SUPPRESS BUDGET . . . (N/Y): Y

PRINT ENCUMBRANCE . . . . . (N/Y): Y

PAGE BREAK BY FUND: N

PAGE BREAK BY ACCOUNT: N

PAGE BREAK BY DPT/DIV: N

USE CURRENT BUDGET FOR ESTIM/APPROP TOTAL: Y

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES										
6417	041460	13/17	EN	11/17/17	041460	BURTON & ASSOCI	4,701.00-			
PRIOR YR ENCUMB										
PROJECT#: GF0014										
6411		13/17	AP	10/16/17	0000413	SUNTRUST BANK		150.00		
SOS Septic										
6411		13/17	AP	10/15/17	0000413	SUNTRUST BANK		56.00		
Truly Nolen Of America In										
6411		13/17	AP	10/08/17	0000413	SUNTRUST BANK		262.50		
Air Mechanical & Servic										
6411		13/17	AP	10/08/17	0000413	SUNTRUST BANK		262.50		
Air Mechanical & Servic										
6189	041460	12/17	AP	09/30/17	0097363	BURTON & ASSOCI	35,649.00-	35,649.00		
CONSULTING SERVICES										
PROJECT#: GF0014										
6309	041460	13/17	AP	09/30/17	0097489	BURTON & ASSOCI	9,633.00-	9,633.00		
CONSULTING SERVICES										
PROJECT#: GF0014										
6193		12/17	AP	09/29/17	0097349	ALBA CLEANING I		120.00		
CLEANING SERVICES										
6193		12/17	AP	09/29/17	0097349	ALBA CLEANING I		110.00		
CLEANING SERVICES										
6404		13/17	AP	09/29/17	0000411	SUNTRUST BANK		60.00		
In *gardenmasters Of Sw F										
6404		13/17	AP	09/29/17	0000411	SUNTRUST BANK		60.00		
In *gardenmasters Of Sw F										
6125	041460	12/17	EN	09/28/17	041460	BURTON & ASSOCI	2.00-			
PROJECT#: GF0014										
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Air Mechanical & Servic										
6404		13/17	AP	09/28/17	0000411	SUNTRUST BANK		275.00		
Air Mechanical & Servic										
6110	041460	12/17	EN	09/27/17	041460	BURTON & ASSOCI	28,107.00			
CO#1 Increase for Impact										
6111	041460	12/17	EN	09/27/17	041460	BURTON & ASSOCI	28,107.00-			
Delete line to add										
6111	041460	12/17	EN	09/27/17	041460	BURTON & ASSOCI	28,107.00			
Add Project Code										
PROJECT#: GF0014										
6271		13/17	AP	09/04/17	0000400	SUNTRUST BANK		150.00		
SOS Septic										
6271		13/17	AP	09/04/17	0000400	SUNTRUST BANK		150.00		
SOS Septic										
5645		11/17	AP	08/28/17	0097119	ALBA CLEANING I		120.00		
CLEANING SERVICES										
5645		11/17	AP	08/28/17	0097119	ALBA CLEANING I		110.00		
CLEANING SERVICES										
6305		13/17	AP	08/18/17	0000401	SUNTRUST BANK		550.00		
Wilhelm Brothers Inc										
6305		13/17	AP	08/17/17	0000401	SUNTRUST BANK		56.00		

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES							continued			
6305				13/17 AP 08/15/17	0000401	SUNTRUST BANK		1,159.70		
6305				13/17 AP 08/10/17	0000401	SUNTRUST BANK		75.00		
6136				12/17 AP 08/09/17	0000399	SUNTRUST BANK		575.00		
6136				12/17 AP 08/06/17	0000399	SUNTRUST BANK		1,725.00		
6136				12/17 AP 08/06/17	0000399	SUNTRUST BANK		96.00		
6136				12/17 AP 08/06/17	0000399	SUNTRUST BANK		150.00		
5023	041460			10/17 AP 07/27/17	0096917	BURTON & ASSOCI	4,000.00-	4,000.00		
PROJECT#: GF0014										
5851				11/17 AP 07/26/17	0000397	SUNTRUST BANK		60.00		
5092				11/17 AP 07/25/17	0096905	ALBA CLEANING I		120.00		
5092				11/17 AP 07/25/17	0096905	ALBA CLEANING I		110.00		
5851				11/17 AP 07/20/17	0000397	SUNTRUST BANK		550.00		
5851				11/17 AP 07/12/17	0000397	SUNTRUST BANK		264.35		
5851				11/17 AP 07/09/17	0000397	SUNTRUST BANK		25.00		
4580	041460			10/17 AP 07/03/17	0096721	BURTON & ASSOCI	1,157.00-	1,157.00		
PROJECT#: GF0014										
4580	041659			10/17 AP 07/03/17	0096756	LIFE SCAN WELLN	18,772.00-	18,772.00		
5092				11/17 AP 06/29/17	0096905	ALBA CLEANING I		230.00		
5851				11/17 AP 06/28/17	0000397	SUNTRUST BANK		743.00		
5851				11/17 AP 06/28/17	0000397	SUNTRUST BANK		545.00		
4920				10/17 AP 06/25/17	0000393	SUNTRUST BANK		60.00		
4920				10/17 AP 06/18/17	0000393	SUNTRUST BANK		550.00		
4581				10/17 AP 06/02/17	0096707	ALBA CLEANING I		230.00		
4920				10/17 AP 06/01/17	0000393	SUNTRUST BANK		160.00		
4920				10/17 AP 06/01/17	0000393	SUNTRUST BANK		120.00		

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES							continued			
4471				09/17 AP 05/26/17	0000388	SUNTRUST BANK		60.00		
				In *gardenmasters Of Sw F		PROCUREMENT CARD PURCHASE				
4471				09/17 AP 05/25/17	0000388	SUNTRUST BANK		4.79		
				Fedex 890178636599		PROCUREMENT CARD PURCHASE				
4471				09/17 AP 05/24/17	0000388	SUNTRUST BANK		275.00		
				Air Mechanical & Servic		PROCUREMENT CARD PURCHASE				
4471				09/17 AP 05/18/17	0000388	SUNTRUST BANK		550.00		
				Wilhelm Brothers Inc		PROCUREMENT CARD PURCHASE				
4471				09/17 AP 05/07/17	0000388	SUNTRUST BANK		29.83		
				Fedex 786473309647		PROCUREMENT CARD PURCHASE				
4471				09/17 AP 05/07/17	0000388	SUNTRUST BANK		15.19		
				Fedex 890174046843		PROCUREMENT CARD PURCHASE				
3736				08/17 AP 04/26/17	0000384	SUNTRUST BANK		60.00		
				In *gardenmasters Of Sw F		PROCUREMENT CARD PURCHASE				
3864				08/17 AP 04/23/17	0096387	ALBA CLEANING I		172.50		
				CLEANING SERVICES						
3736				08/17 AP 04/19/17	0000384	SUNTRUST BANK		550.00		
				Wilhelm Brothers Inc		PROCUREMENT CARD PURCHASE				
3736				08/17 AP 04/09/17	0000384	SUNTRUST BANK		150.00		
				Sos Septic		PROCUREMENT CARD PURCHASE				
3010	041460			07/17 AP 04/07/17	0096067	BURTON & ASSOCI	6,968.00-	6,968.00		
				CONSULTING SERVICES						
				PROJECT#: GF0014						
3736				08/17 AP 04/06/17	0000384	SUNTRUST BANK		241.75		
				Ten-8 Fire Equipment		PROCUREMENT CARD PURCHASE				
3736				08/17 AP 03/28/17	0000384	SUNTRUST BANK		60.00		
				In *gardenmasters Of Sw F		PROCUREMENT CARD PURCHASE				
2738	041460			06/17 AP 03/24/17	0095967	BURTON & ASSOCI	6,920.00-	6,920.00		
				CONSULTING SERVICES						
				PROJECT#: GF0014						
2709				06/17 AP 03/21/17	0096001	GENERAL SERVICE		220.00		
				CLEANING SERVICES						
3143				06/17 AP 03/21/17	0000377	SUNTRUST BANK		550.00		
				Wilhelm Brothers Inc		PROCUREMENT CARD PURCHASE				
3143				06/17 AP 03/17/17	0000377	SUNTRUST BANK		300.00		
				Babes Plumbing		PROCUREMENT CARD PURCHASE				
3143				06/17 AP 03/17/17	0000377	SUNTRUST BANK		490.00		
				Life Scan		PROCUREMENT CARD PURCHASE				
3143				06/17 AP 03/17/17	0000377	SUNTRUST BANK		743.00		
				Life Scan		PROCUREMENT CARD PURCHASE				
3143				06/17 AP 03/14/17	0000377	SUNTRUST BANK		17.66		
				Qwik Pack & Ship		PROCUREMENT CARD PURCHASE				
2616	041659			06/17 EN 03/02/17	041659	LIFE SCAN WELLN	2,046.00			
				PO ENTRY		BLANKET ORDER				
3094	041659			06/17 EN 03/02/17	041659	LIFE SCAN WELLN	18,000.00			
				PO ENTRY		BLANKET ORDER				
6092	041659			12/17 EN 03/02/17	041659	LIFE SCAN WELLN	1,274.00-			
				PO ENTRY		BLANKET ORDER				
3143				06/17 AP 03/01/17	0000377	SUNTRUST BANK		60.00		

GROUP NBR	PO NBR	ACCTG PER.	----TRANSACTION----	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL								
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES				continued				
3143			In *gardenmasters Of Sw F 06/17 AP 03/01/17 0000377	SUNTRUST BANK PROCUREMENT CARD PURCHASE		275.00		
3143			Air Mechanical & Servic 06/17 AP 02/28/17 0000377	SUNTRUST BANK PROCUREMENT CARD PURCHASE		550.00		
2537			Wilhelm Brothers Inc 05/17 AP 02/27/17 0000372	SUNTRUST BANK PROCUREMENT CARD PURCHASE		150.00		
2195	041563		Sos Septic 06/17 AP 02/24/17 0095785	BRIGHAM/ALLEN L PROCUREMENT CARD PURCHASE	35,000.00-	35,000.00		
ENGINEERING SERVICES, PROF								
PROJECT#: GF0014								
2437			06/17 AP 02/21/17 0095905	GENERAL SERVICE		220.00		
CLEANING SERVICES								
2537			05/17 AP 02/19/17 0000372	SUNTRUST BANK PROCUREMENT CARD PURCHASE		575.00		
2537			Tetra Tech 05/17 AP 02/15/17 0000372	SUNTRUST BANK PROCUREMENT CARD PURCHASE		100.00		
2537			Air Mechanical & Servic 05/17 AP 02/09/17 0000372	SUNTRUST BANK PROCUREMENT CARD PURCHASE		150.00		
2109			Sos Septic 04/17 AP 01/27/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		150.00		
2109			Sos Septic 04/17 AP 01/26/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		60.00		
1949			In *gardenmasters Of Sw F 05/17 AP 01/23/17 0095718	GENERAL SERVICE PROCUREMENT CARD PURCHASE		220.00		
2109			CLEANING SERVICES 04/17 AP 01/22/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		550.00		
2109			Wilhelm Brothers Inc 04/17 AP 01/22/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		550.00		
2109			Wilhelm Brothers Inc 04/17 AP 01/22/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		550.00		
2109			Wilhelm Brothers Inc 04/17 AP 01/22/17 0000370	SUNTRUST BANK PROCUREMENT CARD PURCHASE		550.00		
1578	041460		Wilhelm Brothers Inc 04/17 AP 01/12/17 0095531	BURTON & ASSOCI PROCUREMENT CARD PURCHASE	7,662.00-	7,662.00		
CONSULTING SERVICES								
PROJECT#: GF0014								
1324	041460		04/17 AP 12/28/16 0095464	BURTON & ASSOCI PROCUREMENT CARD PURCHASE	2,930.00-	2,930.00		
CONSULTING SERVICES								
PROJECT#: GF0014								
1603			03/17 AP 12/23/16 0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		216.00		
1603			Upman's Wrecker Service, 03/17 AP 12/23/16 0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		60.00		
1563			In *gardenmasters Of Sw F 04/17 AP 12/18/16 0095550	GENERAL SERVICE PROCUREMENT CARD PURCHASE		220.00		
1603			CLEANING SERVICES 03/17 AP 12/08/16 0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		240.00		
1603			Alarm And Entertainment S 03/17 AP 12/07/16 0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		127.20		
1603			Cintas F32 03/17 AP 12/06/16 0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		275.00		

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES										
										continued
1603				03/17 AP 12/06/16	0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		100.00		
1603				03/17 AP 12/06/16	0000365	SUNTRUST BANK PROCUREMENT CARD PURCHASE		262.50		
858	041563			02/17 EN 11/30/16	041563	BRIGHAM/ALLEN L ENGINEERING SERVICES, PROF	35,000.00			
PROJECT#: GF0014										
1196				03/17 AP 11/24/16	0000360	SUNTRUST BANK PROCUREMENT CARD PURCHASE		150.00		
1196				03/17 AP 11/24/16	0000360	SUNTRUST BANK PROCUREMENT CARD PURCHASE		150.00		
769	041544			02/17 AP 11/21/16	0095166	CDW GOVERNMENT COMPUTER HDWE&PERIPHERALS	807.90-	807.90		
1145				03/17 AP 11/17/16	0095397	GENERAL SERVICE CLEANING SERVICES		220.00		
573	041544			02/17 EN 11/08/16	041544	CDW GOVERNMENT COMPUTER HDWE&PERIPHERALS	807.90			
593	041460			01/17 EN 11/08/16	041460	BURTON & ASSOCI PRIOR YR ENCUMB	45,000.00			
PROJECT#: GF0014										
594				01/17 BA 11/08/16	ENC/BUDADJ					
PROJECT#: GF0014										
637				01/17 AP 10/27/16	0000355	SUNTRUST BANK PROCUREMENT CARD PURCHASE		8.72		
1145				03/17 AP 10/20/16	0095397	GENERAL SERVICE CLEANING SERVICES		220.00		
6262	041460			13/17 EN 09/15/16	041460	BURTON & ASSOCI BLANKET ORDER	6,515.00			
PROJECT#: GF0014										
ACCOUNT TOTAL							.00	151,088.09	.00	151,088.09
FUND TOTAL							.00	151,088.09	.00	151,088.09
GRAND TOTAL							.00	151,088.09	.00	151,088.09



Sep 4, 2018 3:03:22 PM EDT

File Edit Commands Help

### Budget Level Miscellaneous Information Inquiry

**Budget level:** DEPT LEVEL ENTRY

**Account number:** 2018 001 1101 522 34 00 FIRE CONTROL / OTHER CONT

**Total budget amount:** 31,890

Sequence Number/ Priority	Freeform Information	Amount
1.00	A. FIREHOUSE	6790
2.00	B. NETMOTION	3500
3.00	C. TARGET SOLUTIONS	4800
4.00	D. MDTs	2500
5.00	E. IT	1000
6.00	F. INTERGRAPH	5300
7.00	G. OTHER	8000

FY19 Budget total = \$31,890

OK

Exit

Cancel

MW





**BLANKET ORDER**  
CITY OF VENICE  
401 W. VENICE AVE  
ATTN: ACCOUNTS PAYABLE  
VENICE, FL 34285

**PURCHASE  
ORDER NO.  
042130**

DATE: 7/5/2018

VENDOR PHONE: (860)200-0059

VENDOR FAX: ( ) -

VENDOR #: 26781

VENDOR ADDRESS: THE HOLDSWORTH GROUP, INC  
269 MAIN STREET  
CROMWELL, CT 06416

SHIP TO: FIRE DEPT - STATION #2  
FIRE STATION #2  
200 N. GROVE STREET  
VENICE, FL 34292

*P.O. # MUST Appear on ALL Invoices, Packing Slips, Packages and Correspondence. Payments will not be processed without P.O. number. Mail invoices to "SHIP TO" Department. Each shipment must be covered by a separate invoice. Vendor must have this Purchase Order in their possession before delivery of any merchandise. Itemized delivery ticket must be given to employee at time of delivery.*

**Tax Certificate No. 85-8012621702C-6**

DELIVER BY		REQUISITION #	REQUISITION DATE	CONFIRMED BY	
09/30/2018		0000057935	06/14/2018	BOB HOLDSWORTH	
FOB		ACCOUNT NUMBER	PROJECT	AUTHORIZED BY	
		See Summary Page		PETER BOERS	
ITEM #	QUANTITY/ UNIT	VENDOR PART NO. / DESCRIPTION ARTICLE OR SERVICE		UNIT COST	EXTENDED COST

**BLANKET**

Effective date: 06/14/2018

Expiration date: 09/30/2018

Not to exceed: 30,027.00

/

ALS SERVICE TRANSITION FEASIBILITY STUDY

SHIP TO:

FIRE STATION #2

200 N. GROVE STREET

VENICE, FL 34292

PH: 941-480-3030 FAX: 941-480-3224

\*\*\*\*\* PURCHASE ORDER CONFIRMATION COPY \*\*\*\*\*

\*\*\*\*\* DO NOT DUPLICATE THIS ORDER \*\*\*\*\*

\*\*\*\*\*

Order Entered 7/5/2018-pab

**TOTAL PURCHASE AMOUNT**

**\$0.00**

Send Original and One Copy of Invoice to:

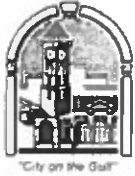
**FIRE DEPT - STATION #2**

**FIRE STATION #2**

**200 N. GROVE STREET**

**VENICE, FL 34292**

AUTHORIZED SIGNATURE



**BLANKET ORDER**  
CITY OF VENICE  
401 W. VENICE AVE  
ATTN: ACCOUNTS PAYABLE  
VENICE, FL 34285

**PURCHASE  
ORDER NO.  
042130**

DATE: 7/5/2018

**VENDOR PHONE:** (860)200-0059

**VENDOR FAX:** ( ) -

**VENDOR #:** 26781

**VENDOR ADDRESS:** THE HOLDSWORTH GROUP, INC  
269 MAIN STREET  
CROMWELL, CT 06416

**SHIP TO:** FIRE DEPT - STATION #2  
FIRE STATION #2  
200 N. GROVE STREET  
VENICE, FL 34292

*P.O. # MUST Appear on ALL Invoices, Packing Slips, Packages and Correspondence. Payments will not be processed without P.O. number. Mail invoices to "SHIP TO" Department. Each shipment must be covered by a separate invoice. Vendor must have this Purchase Order in their possession before delivery of any merchandise. Itemized delivery ticket must be given to employee at time of delivery.*

**Tax Certificate No. 85-8012621702C-6**

DELIVER BY		REQUISITION #	REQUISITION DATE	CONFIRMED BY	
09/30/2018		0000057935	06/14/2018	BOB HOLDSWORTH	
FOB		ACCOUNT NUMBER	PROJECT	AUTHORIZED BY	
		See Summary Page		PETER BOERS	
ITEM #	QUANTITY/ UNIT	VENDOR PART NO. / DESCRIPTION ARTICLE OR SERVICE		UNIT COST	EXTENDED COST

Account	Project	Amount
00111015223100	GF0021	30,027.00

# hg Holdsworth

**Retainer Agreement  
between  
City of Venice  
and  
The Holdsworth Group, Inc.**

1. City of Venice ("you", "your"), hereby retains the services of The Holdsworth Group, Inc. ("we", "our", "us") beginning in June, 2018 to assist with operational issues and the on-going needs of your organization.
2. Services, information and materials provided under this agreement may not be duplicated, shared, or otherwise distributed in any way to persons or organizations other than the City of Venice, your identified Fire/EMS partners, or other people and agencies directly involved with you in the operation of your business. The information provided is exclusively for internal use by you.
3. You may call us toll-free during business hours with any questions or concerns related to the operation of your service or business. After business hours, your message in our 24-hour voice mail will be promptly returned the next business day. All communication with you or your workers and all access to your organization's materials will be handled in strict confidence.
4. You may use your retainer hours in any combination of the following:
  - Telephone consultations
  - Discussion of specific incidents and recommended courses of action
  - Research to answer your questions
  - Generation of written answers to your inquiries -- faxed or mailed
  - Drafting documents and/or reports for the you
  - Representation at meetings as directed by you
  - Education/training sessions for workers, leaders, vendors or the media
  - On-site work - based hourly
  - Scope of work in the proposal dated May 16, 2018
5. Expenses are not part of this retainer agreement. Expenses will be billed monthly under a separate invoice and are due upon receipt. (Hotel, coach airfare from Hartford, mid-sized rental car, parking and \$50 per diem for meals, on-site days only)

6. In our rate schedule effective May 2017, consulting services are billed at the normal rate of \$3,160 per day. Travel time is billed at 50% of the applicable hourly rate. Choose the number of retainer hours based on your anticipated needs, as shown below.

Hours are "banked" in your account until they are expended or up to 18 months from the date of this agreement. Additional hours may be purchased in blocks at these same rates for the life of our relationship.

Retainer for	Regular Rates	Retainer Fee	Savings
18 hours	\$ 7,110	\$ 6,825	\$ 285 - 4%
36 hours	\$ 14,220	\$13,082	\$ 1,138 - 8%
72 hours	\$ 28,440	\$25,027	\$ 3,412 - 12%
144 hours	\$ 56,880	\$47,779	\$ 9,100 - 16%
288 hours	\$113,760	\$88,732	\$25,027 - 22%

Please indicate your choice of service agreement.

Initial here

- a. 18-hour retainer, (1) payment due at contract signing
- b. 36-hour retainer, (1) payment due at contract signing
- c. 72-hour retainer, (2) payments of \$12,513.50 each
- d. 144-hour retainer, (3) payments of \$15,926.33 each
- e. 288-hour retainer, (4) payments of \$22,183.00 each

\_\_\_\_\_  
\_\_\_\_\_  
X  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** For all multiple payment options, the first payment will be submitted for services rendered. The additional payments are due on the 1<sup>st</sup> day of each subsequent month after signing OR if hours are expended faster due to project timetables, the next payment is due as soon as the current hours are expended.

We reserve the right to add 1.5% per month to outstanding balances over 30 days. You will be responsible for any collection costs and/or attorney's fees allowed by law. Any legal action required pursuant to this contract will be based in Sarasota County, Florida and on applicable Florida law.

7. The issues addressed during evaluation and the formation of policies, plans and recommendations for the City of Venice and its Fire/EMS partners may change without the control of The Holdsworth Group, Inc.

8. We agree to comply with Florida's public records law by keeping and maintaining public records that ordinarily and necessarily would be required by the public agency in order to perform the Services; upon the request of your Custodian of Public Records, by providing you with copies of or access to public records on the same terms and conditions that you would provide the records and at a cost that does not exceed the cost provided by Florida law; by ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of the Agreement and following completion of the Agreement if we do not transfer the records to you; and upon completion of the Agreement by transferring, at no cost, to you all public records in possession of us or by keeping and maintaining all public records required by you to perform the Services. If we transfer all public records to you upon completion of the Agreement, we shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If we keep and maintain public records upon completion of the Agreement, we shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to you, upon request from your custodian of public records, in a format that is compatible with your information technology systems.

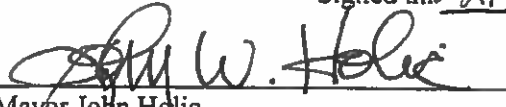
**IF WE HAVE QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO OUR DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, WE ARE TO CONTACT YOUR CUSTODIAN OF PUBLIC RECORDS LORI STELZER, MMC, CITY CLERK, AT 401 W. VENICE AVENUE, VENICE, FLORIDA 34285, (941) 882-7390, LSTELZER@VENICEGOV.COM.**

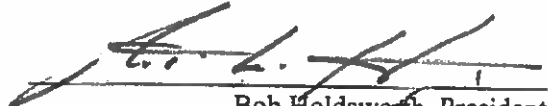
It is understood that The Holdsworth Group, Inc. will not be held liable for any workplace policies, practices or conditions not accurately disclosed to us, nor for changes that occur after our discussions, nor for recommendations that are not acted upon. This contract does not guarantee specific results or positive outcomes.

I have read the above listed terms and conditions and hereby agree that the contract shall be executed as listed. No other terms or conditions apply unless specifically authorized and agreed to in advance by both parties in writing.

The determination that one or more provisions of this contract is invalid, void, illegal or unenforceable shall not affect or invalidate the remainder.

Signed this 29<sup>th</sup> day of June, 2018

  
\_\_\_\_\_  
Mayor John Holic  
duly authorized representative  
City of Venice

  
\_\_\_\_\_  
Bob Holdsworth, President  
duly authorized representative  
The Holdsworth Group, Inc.

# Vendor Quote Form

PRINT FORM

Please mark to indicate new vendor

☐ New Vendor

Address if new vendor:

269 Main Street  
Cromwell, CT 06416

☐

\$3,000 - <\$ 10,000

☒

\$10,000 - <\$75,000

☐

\$75,000 +

Date 06/14/18

☒

Blanket PO

Requisition #

57935

Project Code

GF 0021

Vendor name & Vendor #

Description & Item Number

Quantity

Quote Amount

Holdsworth Group  
Vendor # 26781

ALS Service Transition Feasibility Study

1

\$ 25,027.00

Account # 001-1101-522.31-00

\$ 5000<sup>00</sup>

Account # 001-1101-522-31-00

\$

Account #

\$

Account #

Emergency Service Consulting

\$ 42,816

Account #

FITCH & Associates

\$ 39,500

Account #

Contact Person Bob Holdsworth

Phone #

860-200-0059

Fax #

Email Address

bob@holdsworth.com

Any item that may be a "sole source" please provide a letter from the manufacturer stating as much and fill out in the description area why this item is necessary.

## DIRECTIONS

**Less than \$3,000:** minimum one verbal quote, with written record of

**\$3,000.00 to \$10,000:** minimum three verbal quotes, or documentation of "no-bid" or "no-quote", with form

**\$10,000.00 to \$75,000:** minimum three written quotes, or documentation of "no-bid" or "no-quote", with the finance director's approval

**\$75,000 to \$150,000:** minimum three written quotes, or documentation of "no-bid" or "no-quote", with the city manager's approval

**Over \$150,000:** formal bid or request for proposals with city council's approval

Any and all verbal quotes (with written record) and the three quote forms (or documentation of "no-bid" or "no-quote") are to be sent to the purchasing department for record keeping with the purchase's paperwork.

Please provide a brief description of why you chose this vendor:

Scope of service and fee proposal for transitioning to ALS service feasibility

Signatures

Department

Fire

Name -

Date - 20 JUN 18

Print

JAMIE C. RUDEN

Supervisor -

Date - 6/20/18

Print

Shawn Convey

Purchasing -

Date - 6/21/18

Print

PETER A. GORDON

Finance -

Date -

Print



# CITY OF VENICE FIRE DEPARTMENT

200 Grove Street N., Venice, Florida 34285

Ph: 941-480-3030, Fax: 941-480-3224

[www.venicegov.com](http://www.venicegov.com)

Fire Chief Shawn Carvey

May 9, 2018

## SCOPE OF SERVICE AND FEE PROPOSAL REQUEST Transitioning to ALS Service Feasibility

**Project Description:** The City of Venice Fire Rescue is researching the opportunity to enhance the service they offer. Currently, the Department is recognized as a Basic Life Support (BLS) service with on-line staff comprised of Firefighter/EMTs only. We would like to expand to a full Advanced Life Support (ALS) service, which will require the hiring of Firefighter/Paramedics. The transition to ALS services will require the purchase of additional equipment, apparatus and hiring additional staffing. The result of going ALS will also allow for revenue collection: i.e. grants, additional ad-valorem tax, impact fees, and transport collections.

The following list details items to be included in the submitted proposals. Included in the proposed scope of work, the consultant is to include research, presentation of findings and provide recommendations for moving forward. The results are to be presented to staff, possible community/public outreach meetings and a formal presentation to Venice City Council.

All questions, comments or concerns about this project must be submitted via email to [scarvey@venicegov.com](mailto:scarvey@venicegov.com). If the Chief determines that a particular comment, question or concern necessitates a global response to all Proposers, the Chief will issue a clarifying memorandum or addendum.

**Bids are to be submitted to:**

City of Venice Fire Rescue  
Attn: Fire Chief Shawn Carvey  
200 N. Grove Street  
Venice, Florida 34285

**Or email to**

[scarvey@venicegov.com](mailto:scarvey@venicegov.com)



**Proposals must include the following:**

- Five year projection of annual costs – not limited to: personnel, vehicle (purchase, operation and replacement costs), on-board equipment (purchase, operation and replacement costs), materials, supplies, operational expenses, and revenue collection expenses. Create annual depreciation schedule breakdown.
- Projection of annual revenue - not limited to: possible grants, impact fees, ad-valorem millage, and transports fees.
- Projection of growth to affect cost, revenue, and staffing.
- Projection of a minimum of the three years historical revenues along with future projections.
- Review of Fire and EMS station capabilities.
- Review of first responder roles to capabilities.
- Provide project implementation schedule and/or phase in of personnel, equipment and level of service.
- Provide schedule of purchasing EMS equipment for implementation and/or phase in.
- Projection of impact to salary related costs associated with EMS implementation. Separate salary cost, Overtime and training costs
- Work with the current EMS providers' billing company(ies) to find accurate revenue from their transports.
- Evaluate any improvements to ISO with additional staffing added for ALS
- Evaluate how many times the current ALS in Venice is out of service due to training



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/01/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MBW DBA Insurance Provider Group  100 Great Meadow Rd Ste 705 Wethersfield CT 06109-2355		<b>CONTACT NAME:</b> Fay Pelloth <b>PHONE (A/C, No, Ext):</b> (860)764-0555 <b>E-MAIL ADDRESS:</b> fay@insuranceprovidergroup.com <b>FAX (A/C, No):</b> (860)372-4972
<b>INSURED</b>  The Holdsworth Group, Inc.  269 Main Street Cromwell CT 06416		<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Twin City Fire Insurance Co <b>INSURER B:</b> Hartford Acc & Indemnity Co. <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
		<b>NAIC #</b> 29459 22357

## COVERAGES

CERTIFICATE NUMBER: CL185102028

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			02SBAIT9028	01/04/2018	01/04/2019	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000				
			MED EXP (Any one person) \$ 10,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							Employment Practices \$ 10,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY			02UECAY5608	08/01/2017	08/01/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
			<input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							Medical payments \$ 5,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			02SBAIT9028	01/04/2018	01/04/2019	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
	DED RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			Y/N <input type="checkbox"/> N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For bidding purposes

## CERTIFICATE HOLDER

## CANCELLATION

The Holdsworth Group, Inc 269 Main Street  Cromwell CT 06416	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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## Peter Boers

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**From:** David Jackson - Persson & Cohen <djackson@swflgovlaw.com>  
**Sent:** Thursday, June 21, 2018 1:02 PM  
**To:** Shawn Carvey; Peter Boers  
**Cc:** Linda Senne  
**Subject:** RE: EMS Feasibility Agreement

Chief,

I see a couple of potential issues. Most notably, public records considering the language they have in their agreement about how information they provide may not be shared, distributed or duplicated. I assume most of what they prepare will eventually go beyond "internal use." I don't know if you want to discuss this with them or we can just prepare our standard public records addendum and see what feedback we get. I can't imagine this is the first time they have encountered this in dealing with public entities.

Also, Section 5 – expenses reimbursement. Typically, we like to just make that in accordance with Florida Statutes. Section 6 references Connecticut law, etc., prefer that to be Florida, of course.

Let us know if you want us to go ahead and prepare the public records document for you to send over to them – maybe after they get back to you with an updated payment proposal??

R. David Jackson  
Ph: (941) 244-5351

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**From:** Shawn Carvey [mailto:SCarvey@Venicegov.com]  
**Sent:** Monday, June 18, 2018 2:53 PM  
**To:** Peter Boers; David Jackson - Persson & Cohen  
**Cc:** Linda Senne  
**Subject:** RE: EMS Feasibility Agreement

Thanks Peter. I have attached the scope of work and their proposal. They will be sending an updated proposal to for the payment portion. I advised them that we do not pay up front.

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**From:** Peter Boers  
**Sent:** Monday, June 18, 2018 2:47 PM  
**To:** Shawn Carvey <[SCarvey@Venicegov.com](mailto:SCarvey@Venicegov.com)>; David Jackson - Persson & Cohen <[djackson@swflgovlaw.com](mailto:djackson@swflgovlaw.com)>  
**Cc:** Linda Senne <[LSenne@Venicegov.com](mailto:LSenne@Venicegov.com)>  
**Subject:** FW: EMS Feasibility Agreement

I probably would be helpful to see the Scope of Work and their proposal.

I am not a big fan of using "We", "Our", "You", and "Your" in an Agreement. Tough, I am not too familiar with retainer agreements.

## Peter Boers

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**From:** Shawn Carvey  
**Sent:** Friday, June 22, 2018 9:10 AM  
**To:** David Jackson - Persson & Cohen  
**Cc:** Peter Boers; Linda Senne  
**Subject:** response

David below is the response from the Holdsworth Group.

Shawn,

Please send over the addendum and I will either incorporate it or edit the agreement to allow you to release the report, which may be easier. The final reports are yours to do with as you will and are your property/work product.

The fiscal projections included in the report will be provided only in a PDF format and will not be released in an editable form.

{ Expenses include coach airfare, which right now is about \$990, rental car, airport parking, hotel and meal stipend. I don't mark up any of the expenses and I will provide the receipts, but I can't }  
guarantee them.

I don't have a copy of Florida section 6 so if you have the most current direct citation I can review it. I found section 112, dated 2013, which actually allows for a higher reimbursement than proposed so we should be fine there.

I am travelling today but will be able to review anything you send over the weekend and send a revised agreement on Monday by Noon

Peter A. Boers, CPPB, CPPO  
Finance- Procurement Department  
401 West Venice Avenue  
Venice, FL 34285  
P: 941-882-7422

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**From:** Shawn Carvey  
**Sent:** Monday, June 18, 2018 2:38 PM  
**To:** Peter Boers <[PBoers@Venicegov.com](mailto:PBoers@Venicegov.com)>; David Jackson - Persson & Cohen <[djackson@swflgovlaw.com](mailto:djackson@swflgovlaw.com)>  
**Cc:** Linda Senne <[LSenne@Venicegov.com](mailto:LSenne@Venicegov.com)>  
**Subject:** EMS Feasibility Agreement

Hello All,

Attached is the agreement for the EMS feasibility study by the Holdsworth Group. They are the consultant with the best bid that matched our scope of work. Please review the agreement and let me know if this works for our requirements.

Thanks  
Shawn Carvey  
Fire Chief  
City of Venice Fire Rescue

COI  
including any  
Ex O covered



**Retainer Agreement  
between  
City of Venice  
and  
The Holdsworth Group, Inc.**

INCORPORATE  
REQUEST  
&  
PROPOSAL

1. City of Venice ("you", "your"), hereby retains the services of The Holdsworth Group, Inc. ("we", "our," "us") beginning in June, 2018 to assist with operational issues and the on-going needs of your organization.
2. Services, information and materials provided under this agreement may not be duplicated, shared, or otherwise distributed in any way to persons or organizations other than the City of Venice, your identified Fire/EMS partners, or other people and agencies directly involved with you in the operation of your business. The information provided is exclusively for internal use by you.
3. You may call us toll-free during business hours with any questions or concerns related to the operation of your service or business. After business hours, your message in our 24-hour voice mail will be promptly returned the next business day. All communication with you or your workers and all access to your organization's materials will be handled in strict confidence.
4. You may use your retainer hours in any combination of the following:
  - Telephone consultations
  - Discussion of specific incidents and recommended courses of action
  - Research to answer your questions
  - Generation of written answers to your inquiries -- faxed or mailed
  - Drafting documents and/or reports for the you
  - Representation at meetings as directed by you
  - Education/training sessions for workers, leaders, vendors or the media
  - On-site work - based hourly
  - • Scope of work in the proposal dated May 16, 2018 (ATTACHED)
5. Expenses are not part of this retainer agreement. Expenses will be billed monthly under a separate invoice and are due upon receipt. (Hotel, coach airfare from Hartford, mid-sized rental car, parking and \$50 per day meal stipend for on-site days)

GSA per diem for meals (SARASOTA FL) OTHER PROPOSALS

6. In our rate schedule effective May 2017, consulting services are billed at the normal rate of \$3,160 per day. Travel time is billed at 50% of the applicable hourly rate. Choose the number of retainer hours based on your anticipated needs, as shown below.

Hours are "banked" in your account until they are expended or up to 18 months from the date of this agreement. Additional hours may be purchased in blocks at these same rates for the life of our relationship.

Retainer for	Regular Rates	Retainer Fee	Savings
18 hours	\$ 7,110	\$ 6,825	\$ 285 - 4%
36 hours	\$ 14,220	\$13,082	\$ 1,138 - 8%
72 hours	\$ 28,440	\$25,027	\$ 3,412 - 12%
144 hours	\$ 56,880	\$47,779	\$ 9,100 - 16%
288 hours	\$113,760	\$88,732	\$25,027 - 22%

Please indicate your choice of service agreement.

Initial here

- a. 18-hour retainer, (1) payment due at contract signing
- b. 36-hour retainer, (1) payment due at contract signing
- c. 72-hour retainer, (2) payments of \$12,513.50 each
- d. 144-hour retainer, (3) payments of \$15,926.33 each
- e. 288-hour retainer, (4) payments of \$22,183.00 each

\_\_\_\_\_  
\_\_\_\_\_  
  X    
\_\_\_\_\_  
\_\_\_\_\_

**Note:** For all multiple payment options, the first payment will be submitted for services rendered. The additional payments are due on the 1<sup>st</sup> day of each subsequent month after signing OR if hours are expended faster due to project timetables, the next payment is due as soon as the current hours are expended.

We reserve the right to add 1.5% per month to outstanding balances over 30 days. You will be responsible for any collection costs and/or attorney's fees allowed by-law. Any legal action required pursuant to this contract will be based in Connecticut and on applicable Connecticut law.

7. The issues addressed during evaluation and the formation of policies, plans and recommendations for the City of Venice and its Fire/EMS partners may change without the control of The Holdsworth Group, Inc.

It is understood that The Holdsworth Group, Inc. will not be held liable for any workplace policies, practices or conditions not accurately disclosed to us, nor for changes that occur after our discussions, nor for recommendations that are not acted upon. This contract does not guarantee specific results or positive outcomes.

I have read the above listed terms and conditions and hereby agree that the contract shall be executed as listed. No other terms or conditions apply unless specifically authorized and agreed to in advance by both parties in writing.

The determination that one or more provisions of this contract is invalid, void, illegal or unenforceable shall not affect or invalidate the remainder.

Signed this 18<sup>TH</sup> day of JUNE 2018

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Mayor John Holic  
duly authorized representative  
City of Venice

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Bob Holdsworth, President  
duly authorized representative  
The Holdsworth Group, Inc.



## ALS Service Transition Feasibility Study

Presented to



City of Venice Fire Department

May 16, 2018



We help organizations Strategically **Plan**,  
Effectively **Promote** & Pro-actively **Prepare**.<sup>sm</sup>

**EMS | Healthcare | Business**

May 16, 2018

Fire Chief Shawn Carvey  
City of Venice Fire Rescue  
200 North Grove St.  
Venice, Florida 34285

**RE: ALS Service Transition Feasibility Study**

We appreciate having the opportunity to present this proposal to you and the City of Venice. We look forward to working with you to find some creative solutions.

Providing high quality pre-hospital emergency medical care is getting more challenging every year. Increasing call volumes, decreasing resources, establishing proper funding mechanisms, crafting effective operational structures and finding ways to work cooperatively are often challenging and, if not done right, costly. Bringing in an objective outsider to take an unbiased look at how you are currently doing things, with an eye on the future, is a very pro-active step.

Our strategic planning consulting engagements result in recommendations that provide greater levels of service, improved operating efficiencies, a higher level of satisfaction in the communities served and sound operational and economic strategies. We look forward to assisting you in conducting this assessment. We have successfully handled similar projects in the past.

March of this year marked our 30<sup>th</sup> anniversary in business. Over the years we have worked directly with, or provided products to, agencies in 42 states, Canada and the Netherlands.

We have a diverse group of clients that include EMS and healthcare, the military, governmental agencies as well as business organizations including two members of the Fortune 100.

**We offer services in these areas:**

**System Design and Improvement:**

High performance EMS systems are those that produce higher than average service levels at lower than average cost. System design is the tool EMS leaders use to produce these results and thrive. Balancing response time reliability, clinical sophistication, customer satisfaction and economic efficiency is hard work and the true job of an EMS system leader. It is easy to provide great service by pouring money into the system, however since funding is an issue for most, strategy must take over. Keeping the system evenly balanced is the goal.

**Management/Strategic Planning:**

We have provided EMS system evaluations, operations audits, contract negotiation assistance, customer service, leadership recruiting, business coaching as well as real-world, effective classroom leadership and teambuilding training programs to more than 6,400 leaders representing more than 877 separate agencies. The development of a strategic plan for your region is critical in assuring that your organizations have sound operational structures to support daily operations today and into the future.

**Operational Policy Development:**

Effective and efficient EMS agencies need to be adaptable. There is not a single leadership or organizational style that fits every EMS system. It is therefore crucial that agency by-laws, policies and fiscal/operational procedures provide direction for both present and future operations.

**Funding & Reimbursement:**

We will include an evaluation of the funding mechanisms in place and an assessment of payer mix. For 28 years we operated an EMS billing company processing more than 70,000 trips annually. We sold that division in 2017. We also developed the first national insurance HIPAA compliant, data collection site designed specifically for the ambulance industry, [www.AmbulanceBill.com](http://www.AmbulanceBill.com)

**Marketing/Promotion:**

We call it *Community Awareness Marketing* <sup>sm</sup> We offer complete marketing solutions including public relations, media management, Public Information Officer (PIO) services and training, governmental agency education, website design and social media integration assistance. In addition, a full range of agency marketing plans, strategies and brochures can be created to accomplish any marketing need. We will review your current efforts and tailor community specific outreach efforts with your team.

Each member of our consulting team is **REQUIRED** to remain active in their field of expertise. **ALL** of our EMS/Fire/Communications consultants continue to work duty shifts with a wide variety of services. It is this level of experience and commitment to the emergency service field that our clients tell us sets us apart. Our advice comes from current, up to date knowledge, not an outdated, been-behind-the-desk-for-years perspective.

Thanks again for allowing us to present The Holdsworth Group to you. We will be available for interviews either in person or via conference call to answer any questions that you or any of your colleagues might have. We look forward to your selection and to working with you. If you have any questions, please call the office **860.200.0059**.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Bob Holdsworth', with a stylized 'B' and 'H'.

Bob Holdsworth, President  
The Holdsworth Group, Inc.

**FEIN# 06-1379811**

email: [bob@holdsworth.com](mailto:bob@holdsworth.com)  
website: [www.Holdsworth.com](http://www.Holdsworth.com)

### **Some additional information**

When doing a focused review of an EMS system, there are always a significant number of variables. Because you are looking at opportunities to enhance both the clinical care as well as the operational efficiencies in the region, the history of service in the region must be analyzed.

We understand that, if selected, we be evaluating the current organizational structures, SOPs, fiscal issues & policies, staffing, business operations, practices and strategic plans of your EMS operation. The goal of the project is to look for and to present alternative methods that will allow your department to break from the County provided service and operate independently as an ALS provider. This has to be done in a way that maintains good relations, you will need mutual aid responses.

As discussed, we recommend a focused study to identify the capabilities of the current system and the issues facing each service. It is important that any recommendations be made with a working knowledge of the existing situations as well as an assessment of future needs.

Many data items, that we consider important, to be gathered/addressed in addition to the items on the following pages:

- Numbers of ambulances, types and ages
- Types of organizational structures and any legal provisions that might prevent separation
- Agency leader's perspectives on ways that could result in collaboration
- Locations of agency stations and current call patterns (data issues?)
- Numbers of active staff and levels of certifications
- Analysis of primary competitors – besides the County Fire Service
- Needs of the region's healthcare system that are not being served

We will need to meet (in person whenever possible) with specific system stakeholders including hospital medical control staff, SNF staff, municipal officials, representatives of mutual aid services, and department of public health systems personnel if applicable.

**We understand and agree to provide the items listed in your  
Fee Proposal Request dated on May 9, 2018.**

**It should be understood that we will do everything we can to secure the data needed  
for this report and analysis however County Fire and other providers may choose  
not to provide information on call volume, out of service/delayed response time  
data and billing information.**

**We believe that the study should address the following areas:**

**1) Management of your agency**

It is imperative that we fully understand how you are currently staffed as well as what an upgrade to the ALS level would mean in terms of positions that are needed.

**2) System Operations**

An evaluation of the current vendors and system partners will be completed. Choosing equipment that is common within the healthcare system is best when possible.

**3) Call Analysis**

We will evaluate all available data from the communications center, internal e-pcr reports and the interview process to add subjective perspective to the hard data. We look at all three of these as important because people's perceptions are as important as the hard, objective data. We will expect access to communications center records and we will require the timely generation of statistical reports.

Our normal procedure is to evaluate the current and the previous two years' worth of data to look for trends.

You indicated that data issues might exist, we will do our best to obtain meaningful records.

**4) Facilities**

As discussed above, we will evaluate the need and the availability of possible additional stations, their locations as well as the number of vehicles and/or system status posting locations to best serve the region's needs.

**5) Policy and SOP reviews and updating**

We will review your agency's SOPs to see if there are policies needed to support an ALS level service. We can then update and assist in writing any policy that is identified as needing updating. We will also write draft versions of any policies that we recommend be added.



## **6) Funding**

In order for us to establish the true and full picture of the cost operating EMS in the area, we will need copies of the budgets for the current and previous two fiscal years for both your agency as well as the County EMS agency. We can then evaluate the current needs, growth needs and the sources and amounts of revenue. We will need access to the budget numbers to include all ambulance, paramedic, dispatch and other fees.

Billing is typically the primary revenue source. An analysis of the billing system that is now in place will be conducted and revenue projections for the upcoming years will be included. We will quantify your payer mix as well as the collection rates over the current and previous two years.

## **7) Marketing**

We will evaluate the marketing and customer service functions as well as all of the current marketing/promotional/recruitment material and any that has been used during the last 24 months. We can help you create a robust marketing plan including the use of web-based and social media platforms to enhance the EMS system's image and outreach.

Should the decision be made to separate from the County, a community public relations campaign will be needed.

We have outlined a scope of work and a price structure that will allow us to give you the broadest possible look at your system, search for a variety of options and system design possibilities and will leave some of your funding for implementation assistance.

## **Access to Premises**

We will expect access to: (agencies may refuse to cooperate)

- business records
- financial records (budgets, grants, fundraising, billing)
- response statistics
- policies & procedures
- insurance certificates
- members of the administration of all agencies

This may prove not to be an all-inclusive list as we move forward in the process. Basically, we will expect full and complete access and cooperation.

**All information disclosed to us or prepared will remain strictly confidential.**

However, we cannot guarantee the confidentiality of the final report

once it is presented to you.

### **Project Team**

All of the folks working on your project will be our staff. We also employ a wide range of qualified independent subject matter experts on an as needed basis, but the work is done completely under our supervision from start to finish and each team member is under an agreement that protects your privacy.

### **BOB HOLDSWORTH, President of The Holdsworth Group**

Bob is a veteran paramedic, entrepreneur and founder of The Holdsworth Group, an international consulting firm that has provided marketing, management, strategic planning and revenue analysis services to clients in the EMS, Fire service and healthcare industries for more than 30 years.

He's been responsible for leading high-performance operations, producing maximum revenue, building solid teams and motivating folks to provide high levels of customer service in demanding, fast-paced, people-focused environments.

His 40-year EMS career includes executive leadership positions in several for-profit and hospital based EMS agencies, volunteer positions in both EMS and Fire agencies and 4½ years in prison...as a medic/corrections officer.

He is a sought after speaker, author of the #1 Amazon.com HOT Release EMS book: *Wading Into Chaos: Inside the Life of a Paramedic* and is a co-author of *Secrets of Peak Performers II Wealth Creating Strategies from the World's Most Successful Entrepreneurs*.

He has presented to numerous regional, state and national conference audiences since 1988 and has been honored as a biographee in *Who's Who in Healthcare* and *Who's Who in the World*.

Bob is a happily married husband and the dad of two awesome twin boys. He's also a dangerously bad golfer, an avid reader and is severely allergic to neckties!



### **Consultant Responsibility**

1. We will provide a full and open presentation to your combined senior administration, City officials and the public as directed by you. We will allow time for a question and answer sessions.
2. The retainer agreement and an outline of payment terms can be found on pages 9 and 13-15.
3. We will provide you up to (20) bound copies of the final draft report.

**We have NO known conflicts of interest with any agencies, companies or persons involved in this project.**

### **Benchmark Dates:**

We can currently offer you the following project dates:

May	Notification of award received by us
Start Date: (options)	Week of June 11 <sup>th</sup> of June 18 <sup>th</sup>
Draft report	Draft report presented – To Be Determined
Board presentation	On-site presentation to Boards of Directors and membership and the report presented in final written form date TBD
1 week after presentation	Work/planning session to begin implementation plans if warranted

The interview process will require the coordination of schedules to facilitate all interviews being completed as quickly as possible. Evening hours can be utilized if necessary.

We will send a list of 'information to have available' prior to the meeting.

## **PROJECT INVESTMENT**

Initial retainer agreement of **72 hours** for the feasibility study and report

Our anticipation is that additional hours will be needed for assistance with implementation.

Please see our attached retainer contract. We expect that the analysis phase (Phase I) of the project will utilize approximately 72 hours.

This will leave the remainder for the initial phases of implementation, consolidation negotiations, marketing/branding work, or any other assigned tasks.

**Retainers can be replenished as needed in any of various sizes at the same rate structure.**

**NOTE:** The fees quoted are **all inclusive** including all consultant time to conduct the site visits, interviews and presentations to evaluate the system, office time, travel time, outside sub-contractor fees and the generation and printing of the draft and final report copies. It also includes our recommendations, time working with the ambulance service leadership teams, and to be available for questions after the Board presentations via phone, fax and email to assist with implementation issues.

**Expenses** are outlined in the retainer agreement and will be billed separately on a monthly basis.

- Initial payment at time of 'get started' meeting \$12,513.50
- Final payment due at time of DRAFT report delivery to you \$12,513.50

Expenses as outlined, billed monthly and due upon receipt

## **RETURN ON INVESTMENT**

When we have completed this project, you will have:

- a clear vision for the future
- a strategic plan for the future
- an un-biased assessment of the feasibility of operating at the ALS level
- system design options for consideration with leadership structures
- projections of operating costs and internal budgeting needs
- recommendations for a strong organizational structure, which may include position and responsibility changes
- feasible methods to develop and finance the growth of the EMS system
- a complete assessment of market and growth potential opportunities
- an actionable marketing plan
- a prioritized action plan to accomplish your goals,
- the foundation for a business plan for the stability and growth of a high-performance system
- EMS assistance from an experienced team

**Our entire team looks forward to working with you on this project !**

Respectfully submitted,

Sincerely,

A handwritten signature in blue ink, appearing to read 'B. Holdsworth', with a stylized flourish at the end.

Bob Holdsworth, President  
The Holdsworth Group, Inc.

**Attachment A**  
**Partial Reference List**

**Ongoing relationships:**

<b>Southern Berkshire Volunteer Ambulance, MA</b> System Analysis, ALS upgrade, executive recruitment	Dennis Hogan	413.528.3632
<b>North Canaan Ambulance</b> ALS upgrade, strategic planning, regionalization	Bill Minacci	860.248.1147
<b>Yale New Haven Health / L+M Hospital EMS, CT</b> System design, operations, billing, regionalization	Ron Kersey	860.444.5164

**Previous recent work:**

<b>Glastonbury Volunteer Ambulance, CT</b> Agency upgrade to paramedic service	Russ Hahn	860.633.6554
<b>Town of Southbury, CT</b> EMS System evaluation Ext 101	Geralyn Hoyt	203-262-8082
<b>Vintech Management Services, CT</b> System operational audit and marketing	Vincent Wheeler	860.496.8199
<b>Town of Trumbull, CT</b> EMS System evaluation/	Tim Herbst Elaine Wang	203.452.5005
<b>New Milford Community Ambulance, CT</b> Agency evaluation for upgrade to paramedic service	Donna Hespe	860.601.8666
<b>Wetzel County Emergency Ambulance Authority, WV</b> County system evaluation, redesign, fiscal planning	Jim Colvin	304-451-2314

## **Appendix B**

### **Retainer Agreement**



**Retainer Agreement  
between  
City of Venice Fire Department  
and  
The Holdsworth Group, Inc.**

1. City of Venice Fire Department ("you", "your"), hereby retains the services of The Holdsworth Group, Inc. ("we", "our," "us") beginning in June, 2018 to assist with operational issues and the on-going needs of your organization.
2. Services, information and materials provided under this agreement may not be duplicated, shared, or otherwise distributed in any way to persons or organizations other than the City of Venice Fire Department, your identified EMS partners, or other people and agencies directly involved with you in the operation of our business. The information provided is exclusively for internal use by you.
3. You may call us toll-free during business hours with any questions or concerns related to the operation of your service or business. After business hours, your message in our 24-hour voice mail will be promptly returned the next business day. All communication with you or your workers and all access to your organization's materials will be handled in strict confidence.
4. You may use your retainer hours in any combination of the following:
  - Telephone consultations
  - Discussion of specific incidents and recommended courses of action
  - Research to answer your questions
  - Generation of written answers to your inquiries -- faxed or mailed
  - Drafting documents and/or reports for the you
  - Representation at meetings as directed by you
  - Education/training sessions for workers, leaders, vendors or the media
  - On-site work - based hourly
  - Scope of work in the proposal dated May 16, 2018
5. Expenses are not part of this retainer agreement. Expenses will be billed monthly under a separate invoice and are due upon receipt. (Hotel, coach airfare from Hartford, rental car and \$50 per day meal stipend for on-site days)

6. In our rate schedule effective May 2017, consulting services are billed at the normal rate of \$3,160 per day. Travel time is billed at 50% of the applicable hourly rate. Choose the number of retainer hours based on your anticipated needs, as shown below.

Hours are "banked" in your account until they are expended or up to 18 months from the date of this agreement. Additional hours may be purchased in blocks at these same rates for the life of our relationship.

Retainer for	Regular Rates	Retainer Fee	Savings
18 hours	\$ 7,110	\$ 6,825	\$ 285 - 4%
36 hours	\$ 14,220	\$13,082	\$ 1,138 - 8%
72 hours	\$ 28,440	\$25,027	\$ 3,412 - 12%
144 hours	\$ 56,880	\$47,779	\$ 9,100 - 16%
288 hours	\$113,760	\$88,732	\$25,027 - 22%

Please indicate your choice of service agreement.

Initial here

- a. 18-hour retainer, (1) payment due at contract signing \_\_\_\_\_
- b. 36-hour retainer, (1) payment due at contract signing \_\_\_\_\_
- c. 72-hour retainer, (2) payments of \$12,513.50 each   X
- d. 144-hour retainer, (3) payments of \$15,926.33 each \_\_\_\_\_
- e. 288-hour retainer, (4) payments of \$22,183.00 each \_\_\_\_\_

**Note:** For all multiple payment options, the first payment is due at the time of the contract signing. The additional payments are due on the 1<sup>st</sup> day of each subsequent month after signing OR if hours are expended faster due to project timetables, the next payment is due as soon as the current hours are expended.

We reserve the right to add 1.5% per month to outstanding balances over 30 days. You will be responsible for any collection costs and/or attorney's fees allowed by law. Any legal action required pursuant to this contract will be based in Connecticut and on applicable Connecticut law.

7. The issues addressed during evaluation and the formation of policies, plans and recommendations for the City of Venice Fire Department and its EMS partners may change without the control of The Holdsworth Group, Inc.

It is understood that The Holdsworth Group, Inc. will not be held liable for any workplace policies, practices or conditions not accurately disclosed to us, nor for changes that occur after our discussions, nor for recommendations that are not acted upon. This contract does not guarantee specific results or positive outcomes.

I have read the above listed terms and conditions and hereby agree that the contract shall be executed as listed. No other terms or conditions apply unless specifically authorized and agreed to in advance by both parties in writing.

The determination that one or more provisions of this contract is invalid, void, illegal or unenforceable shall not affect or invalidate the remainder.

Signed this \_\_\_\_ day of \_\_\_\_\_, 2018

---

Fire Chief Shawn Carvey  
duly authorized representative  
**City of Venice Fire Department**

---

Bob Holdsworth, President  
duly authorized representative  
**The Holdsworth Group, Inc.**



Sep 4, 2018 2:04:45 PM EDT

File Edit Commands Help

### Budget Level Miscellaneous Information Inquiry

**Budget level:** DEPT LEVEL ENTRY

**Account number:** 2018 001 1101 522 31 00 FIRE CONTROL / PROFESSION

**Total budget amount:** 60,991

Sequence Number/ Priority	Freeform Information	Amount
1.00	A. PHYSICALS - ANNUAL (43 @ \$510)	21930
2.00	B. PHYSICALS - NEW HIRE	800
3.00	C. PEST CONTROL (12 @ \$60)	720
4.00	D. LAWN MAINTENANCE (12 @ \$550)	6600
5.00	E. AC MAINTENANCE (12 @ \$640)	7680
6.00	F. SHIPPING	200
7.00	G. LADDER TESTING	2500
8.00	H. ENGINE PUMP TESTING	1500
9.00	I. MASK FIT TESTING	1300
10.00	J. ALARM SYSTEM MONITORING	440
11.00	K. MEDICAL DIRECTOR SERVICES	5000
12.00	L. SEPTIC SERVICE ST. 3 (12 @ \$150)	1800

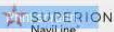
OK


Exit

Cancel

Sep 4, 2018 2:05:27 PM EDT

File Edit Commands Help





### Budget Level Miscellaneous Information Inquiry

**Budget level:** DEPT LEVEL ENTRY

**Account number:** 2018 001 1101 522 31 00 FIRE CONTROL / PROFESSION

**Total budget amount:** 60,991

Sequence Number/ Priority	Freeform Information	Amount
13.00	M. CASCADE SYSTEM SERVICE	3200
14.00	N. SCBA MAIN/SERVICE	5500
15.00	O. OTHER	1821

FY19 Budget total = \$60,991.

✓ OK

✗ Exit

↶ Cancel

Roll up or down past the first or last record in file.

Sep 4, 2018 2:10:36 PM EDT

File Edit Commands Help

SUPERION

NaviLine™

001-1101-522 31-00

Account miscellaneous

Budget miscellaneous

Encumbrances

Pre-encumbrances

Transactions

Detail by date

Detail by code

Detail by year & p

Pending by date

Pending by code

Pending by year

Procurement car

Print

Cancel

Exit

Previous acc...

Next account

2017

2019

Account activi...

Pending trans...

Images

Budget alloca...

D card accou...

Account information

Q FIRE CONTROL / PROFESSIONAL SERVICES

Fiscal year: 2018 Dr

Budget: 63,991.00

Committed: 110,650.26

Balance: 46,659.26-

Project Data

Project Entry Optional

Q GF0014 FIRE ASSMT FEE 9,952.00-

Q GF0021 ALS SERVICE TRA 30,027.00-

Account Balance by Period

Period/Month	Actuals	Cumulative Totals
Q 01 October	16.50	16.50
Q 02 November	2,358.40	2,374.90
Q 03 December	3,947.28	6,322.18
Q 04 January	2,632.05	8,954.23
Q 05 February	460.00	9,414.23

Payment information

Vendor	Total
BURTON & ASSOCIATES (STANTEC)	14,653.00
CDW GOVERNMENT INC	871.34
SHORT-PETTY CASH, TAMMY	8.24
LIFE SCAN WELLNESS CENTERS, IN	18,693.00
SUNTRUST BANK	14,412.75
ALBA CLEANING INC	1,285.85
STEVEN R. NEWMAN, MD. PA	5,000.00

Encumbrances

Sequence #	Code	Freeform Information	Amount
1.00	COUN	A. FACILITIES MAINTENANCE (VARIOUS)	23250.00
2.00	COUN	B. EQUIPMENT MAINTENANCE (VARIOUS)	9500.00
3.00	COUN	C. PERSONNEL (PHYSICALS/NEW HIRES)	26230.00
4.00	COUN	D. OTHER (MISC. & SHIPPING)	310.00

Pre-Encumbrances

FY18 Expected =

1) Original budget = \$59,290

2) Encumbrance roll = 4,701

Total = \$63,991

This \$4,701 was the balance left on the Stantec/Burton PO #41460 (fire fee study and fire impact fees), carried over from FY2017 to FY2018.

Sep 4, 2018 2:13:48 PM EDT

File Edit Commands Help

Print/Export/ION  
NavLine

Accounts Payable Transaction

Group Information	
Group number:	3235 PI RECEIPTS
Accounting period:	07/2018
Posting date:	04/10/2018

Transaction Information	
Transaction date:	04/10/2018
Invoice number:	1340327
Account number:	1-1101-522.31-00 PROFESSIONAL SERVICES
Project number:	GF0014 FIRE ASSMT FEE & IMPACT F
Amount:	4,701.00
Liquidated amount:	4,701.00
Discount amount:	.00
Retainage amount:	.00
Net transaction amount:	4,701.00
Voucher number:	PI1017
PO number:	041460
Vendor number:	5962 BURTON & ASSOCIATES (STANTEC)
Description 1:	CONSULTING SERVICES
Description 2:	
Transaction type code:	

OK

Exit

Cancel

Group inquiry

Imaging

PREPARED 09/04/2018, 14:16:57

ACCOUNT ACTIVITY LISTING

PROGRAM GM360L

---

FISCAL YEAR: 2018

ACCOUNT NUMBER SELECTION

FROM: 001-1101-522.31-00

TYPE: O (O-ONLY, R-RANGE, S-SELECTIVE)

TRANSACTION SELECTION

TYPES... AJ X CR X BA X TF X EN X AP X

DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

PERIOD...FROM: 01 TO: 14

POSTING DATE RANGE...FROM: 0/00/0000 TO: 99/99/9999

SUPPRESS PRINTING OF ACCOUNTS WITHOUT TRANSACTIONS (N/Y): N

PRINT DEBIT/CREDIT COLUMNS, SUPPRESS BUDGET . . . (N/Y): Y

PRINT ENCUMBRANCE . . . . . (N/Y): Y

PAGE BREAK BY FUND: N

PAGE BREAK BY ACCOUNT: N

PAGE BREAK BY DPT/DIV: N

USE CURRENT BUDGET FOR ESTIM/APPROP TOTAL: Y

FY2018 YTD Actual

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00	FIRE CONTROL / PROFESSIONAL SERVICES									
5483	042037	11/18	AP	08/15/18	0099783	LIFE SCAN WELLN	18,693.00-	18,693.00		
5361		11/18	AP	08/03/18	0099817	HEALTH RELATED SERV(HUMAN		2,000.00		
5212	041997	11/18	AP	07/31/18	0099713	MEDICAL DIRECTOR SERVICES	3,476.00-	3,476.00		
5528		11/18	AP	07/25/18	0000450	SUNTRUST BANK		100.00		
5528		11/18	AP	07/22/18	0000450	Air Mechanical & Servic		86.70		
5528		11/18	AP	07/19/18	0000450	SUNTRUST BANK		60.00		
5528		11/18	AP	07/18/18	0000450	In *gardenmasters Of Sw F		550.00		
4879	042130	10/18	AP	07/12/18	0099640	Wilhelm Brothers Inc				
		10/18	AP	07/12/18	0099640	THE HOLDSWORTH	12,513.50-	12,513.50		
						CONSULTING SERVICES				
PROJECT#: GF0021										
5528		11/18	AP	06/30/18	0000450	SUNTRUST BANK		150.00		
5528		11/18	AP	06/30/18	0000450	Sos Septic		71.84		
4729		09/18	AJ	06/29/18	18-9-46	THE UPS STORE #4023		6,819.08		
5528		11/18	AP	06/28/18	0000450	MVE CHG FLEET M		280.00		
4662	041997	09/18	AP	06/27/18	0099537	SRVS (NFPA RQD TESTING)				
5079		10/18	AP	06/26/18	0000448	SUNTRUST BANK	4,414.00-	4,414.00		
5079		10/18	AP	06/24/18	0000448	Alarm And Entertainment S		60.00		
4460	041460	09/18	AP	06/18/18	0099370	CONSULTING SERVICES		11.89		
		09/18	AP	06/18/18	0099370	THE UPS STORE #4023	7,434.00-	7,434.00		
						CONSULTING SERVICES				
PROJECT#: GF0014										
4785	042130	09/18	EN	06/14/18	042130	PO ENTRY				
PROJECT#: GF0021										
5079		10/18	AP	06/13/18	0000448	THE HOLDSWORTH	30,027.00			
5079		10/18	AP	05/31/18	0000448	BLANKET ORDER				
5079		10/18	AP	05/31/18	0000448	SUNTRUST BANK		550.00		
5079		10/18	AP	05/31/18	0000448	Wilhelm Brothers Inc		300.00		
5079		10/18	AP	05/31/18	0000448	Sos Septic		353.00		
5079		10/18	AP	05/30/18	0000448	Montgomerys Carpets Plu		35.60		
5079		10/18	AP	05/30/18	0000448	SUNTRUST BANK		12.07		
4527		09/18	AP	05/27/18	0000444	THE UPS STORE #4023		60.00		
						In *gardenmasters Of Sw F				

PAGE 2  
ACCOUNTING PERIOD 11/2018

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00	FIRE CONTROL / PROFESSIONAL SERVICES						continued			
4527		09/18	AP	05/25/18	0000444	SUNTRUST BANK		262.50		
		Air Mechanical & Servic				PROCUREMENT CARD PURCHASE				
4025	041460	08/18	AP	05/22/18	0099163	BURTON & ASSOCI	2,518.00-	2,518.00		
		CONSULTING SERVICES								
	PROJECT#:	GF0014								
4527		09/18	AP	05/22/18	0000444	SUNTRUST BANK		100.00		
		Air Mechanical & Servic				PROCUREMENT CARD PURCHASE				
3991	041997	08/18	AP	05/18/18	0099242	SWEET SPARKMAN	1,000.00-	1,000.00		
		CONSULTING SERVICES								
4527		09/18	AP	05/18/18	0000444	SUNTRUST BANK		550.00		
		Wilhelm Brothers Inc				PROCUREMENT CARD PURCHASE				
4527		09/18	AP	05/08/18	0000444	SUNTRUST BANK		275.00		
		Air Mechanical & Servic				PROCUREMENT CARD PURCHASE				
4966		10/18	AP	05/03/18	0000447	SUNTRUST BANK		130.00		
		Sq *epi Construction Inc.				PROCUREMENT CARD PURCHASE				
4359		09/18	AP	04/27/18	0000439	SUNTRUST BANK		60.00		
		In *gardenmasters Of Sw F				PROCUREMENT CARD PURCHASE				
4359		09/18	AP	04/27/18	0000439	SUNTRUST BANK		30.61		
		The Ups Store #4023				PROCUREMENT CARD PURCHASE				
3453	041997	07/18	AP	04/23/18	0099033	SWEET SPARKMAN	6,589.00-	6,589.00		
		CONSULTING SERVICES								
4359		09/18	AP	04/20/18	0000439	SUNTRUST BANK		743.00		
		Life Scan				PROCUREMENT CARD PURCHASE				
4359		09/18	AP	04/19/18	0000439	SUNTRUST BANK		550.00		
		Wilhelm Brothers Inc				PROCUREMENT CARD PURCHASE				
3235	041460	07/18	AP	04/10/18	0098860	BURTON & ASSOCI	4,701.00-	4,701.00		
		CONSULTING SERVICES								
	PROJECT#:	GF0014								
3169	041460	07/18	EN	04/05/18	041460	BURTON & ASSOCI	10,000.00			
		PO ENTRY				BLANKET ORDER				
	PROJECT#:	GF0014								
3188		07/18	AP	04/02/18	0098924	STEVEN R. NEWMA		1,500.00		
		MEDICAL DIRECTOR SERVICES								
2998	041997	06/18	AP	03/26/18	0098819	SWEET SPARKMAN	3,401.00-	3,401.00		
		ARCHITECTURAL&ENGINEERING								
3001		06/18	AP	03/26/18	0098719	ALBA CLEANING I		70.85		
		CLEANING SERVICES				FIRE ADMIN				
3001		06/18	AP	03/26/18	0098719	ALBA CLEANING I		65.00		
		CLEANING SERVICES				FIRE 3 COMM ROOM				
3236		06/18	AP	03/26/18	0000432	SUNTRUST BANK		150.00		
		Sos Septic				PROCUREMENT CARD PURCHASE				
3236		06/18	AP	03/25/18	0000432	SUNTRUST BANK		60.00		
		In *gardenmasters Of Sw F				PROCUREMENT CARD PURCHASE				
3236		06/18	AP	03/22/18	0000432	SUNTRUST BANK		550.00		
		Wilhelm Brothers Inc				PROCUREMENT CARD PURCHASE				
3236		06/18	AP	03/18/18	0000432	SUNTRUST BANK		150.00		
		Sos Septic				PROCUREMENT CARD PURCHASE				
2903	042037	06/18	EN	03/14/18	042037	LIFE SCAN WELLN	20,910.00			
		PO ENTRY				BLANKET ORDER				



GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES										
5773	042037	11/18	EN	03/14/18	042037	LIFE SCAN WELLN	2,217.00-			
						BLANKET ORDER				
3236		06/18	AP	02/28/18	0000432	SUNTRUST BANK		262.50		
						PROCUREMENT CARD PURCHASE				
3236		06/18	AP	02/28/18	0000432	SUNTRUST BANK		60.00		
						PROCUREMENT CARD PURCHASE				
2509		05/18	AP	02/26/18	0098512	ALBA CLEANING I		120.00		
						FIRE ADMIN				
2509		05/18	AP	02/26/18	0098512	ALBA CLEANING I		110.00		
						FIRE 3 COMM ROOM				
3223		06/18	AP	02/23/18	0000430	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
3223		06/18	AP	02/22/18	0000430	SUNTRUST BANK		275.00		
						PROCUREMENT CARD PURCHASE				
3583		07/18	AP	02/22/18	0000438	SUNTRUST BANK		715.00		
						PROCUREMENT CARD PURCHASE				
3223		06/18	AP	02/14/18	0000430	SUNTRUST BANK		100.00		
						PROCUREMENT CARD PURCHASE				
2279	041997	05/18	EN	02/06/18	041997	SWEET SPARKMAN	18,880.00			
						BLANKET ORDER				
3223		06/18	AP	02/05/18	0000430	SUNTRUST BANK		99.00		
						PROCUREMENT CARD PURCHASE				
2059		05/18	AP	01/29/18	0098253	ALBA CLEANING I		120.00		
						FIRE ADMIN				
2059		05/18	AP	01/29/18	0098253	ALBA CLEANING I		110.00		
						FIRE 3 COMM ROOM				
3223		06/18	AP	01/29/18	0000430	SUNTRUST BANK		150.00		
						PROCUREMENT CARD PURCHASE				
3223		06/18	AP	01/29/18	0000430	SUNTRUST BANK		16.15		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/26/18	0000427	SUNTRUST BANK		60.00		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/19/18	0000427	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/09/18	0000427	SUNTRUST BANK		672.00		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/08/18	0000427	SUNTRUST BANK		150.00		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/07/18	0000427	SUNTRUST BANK		27.72		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/05/18	0000427	SUNTRUST BANK		10.99		
						PROCUREMENT CARD PURCHASE				
2703		04/18	AP	01/05/18	0000427	SUNTRUST BANK		60.00		
						PROCUREMENT CARD PURCHASE				
1557	041927	04/18	AP	01/03/18	0098074	CDW GOVERNMENT	871.34-	871.34		
						COMPUTER HDWE&PERIPHERALS				
1539		04/18	AP	01/02/18	0098059	ALBA CLEANING I		120.00		
						CLEANING SERVICES				
1539		04/18	AP	01/02/18	0098059	ALBA CLEANING I		110.00		

continued



GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES										continued
						CLEANING SERVICES				
2117				03/18 AP 12/24/17	0000422	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
2117				03/18 AP 12/17/17	0000422	SUNTRUST BANK		150.00		
						PROCUREMENT CARD PURCHASE				
2117				03/18 AP 12/13/17	0000422	SUNTRUST BANK		100.00		
						PROCUREMENT CARD PURCHASE				
2117				03/18 AP 12/13/17	0000422	SUNTRUST BANK		199.15		
						PROCUREMENT CARD PURCHASE				
2117				03/18 AP 12/13/17	0000422	SUNTRUST BANK		275.00		
						PROCUREMENT CARD PURCHASE				
2117				03/18 AP 12/12/17	0000422	SUNTRUST BANK		262.50		
						PROCUREMENT CARD PURCHASE				
1262	041927			03/18 EN 12/11/17	041927	CDW GOVERNMENT	871.34			
						COMPUTER HDWE&PERIPHERALS				
2117				03/18 AP 12/10/17	0000422	SUNTRUST BANK		120.00		
						PROCUREMENT CARD PURCHASE				
1109				03/18 AP 12/01/17	0097860	ALBA CLEANING I		120.00		
						CLEANING SERVICES				
1109				03/18 AP 12/01/17	0097860	ALBA CLEANING I		110.00		
						CLEANING SERVICES				
2117				03/18 AP 12/01/17	0000422	SUNTRUST BANK		10.63		
						PROCUREMENT CARD PURCHASE				
1389				03/18 AP 11/30/17	0098044	STEVEN R. NEWMA		1,500.00		
						MEDICAL DIRECTOR SERVICES				
2117				03/18 AP 11/29/17	0000422	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
1524				02/18 AP 11/23/17	0000418	SUNTRUST BANK		240.00		
						PROCUREMENT CARD PURCHASE				
1524				02/18 AP 11/20/17	0000418	SUNTRUST BANK		150.00		
						PROCUREMENT CARD PURCHASE				
1524				02/18 AP 11/19/17	0000418	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
1524				02/18 AP 11/19/17	0000418	SUNTRUST BANK		550.00		
						PROCUREMENT CARD PURCHASE				
860	041460			01/18 EN 11/17/17	041460	BURTON & ASSOCI	4,701.00			
						PRIOR YR ENCUMB				
PROJECT#: GF0014										
861				01/18 BA 11/17/17		ENC/BUDADJ				
PROJECT#: GF0014										
1524				02/18 AP 11/05/17	0000418	SUNTRUST BANK		638.40		
						PROCUREMENT CARD PURCHASE				
961				02/18 AP 10/30/17	0097848	ALBA CLEANING I		120.00		
						CLEANING SERVICES				
961				02/18 AP 10/30/17	0097848	ALBA CLEANING I		110.00		
						CLEANING SERVICES				
836				01/18 AP 10/20/17	0000412	SUNTRUST BANK		16.50		
						PROCUREMENT CARD PURCHASE				
3903				08/18 AP 10/20/17	0099230	SHORT-PETTY CAS		8.24		

PREPARED 09/04/2018, 14:16:57  
 PROGRAM GM360L  
 CITY OF VENICE

ACCOUNT ACTIVITY LISTING

PAGE 5  
 ACCOUNTING PERIOD 11/2018

GROUP NBR	PO NBR	ACCTG PER.	CD	TRANSACTION DATE	NUMBER	DESCRIPTION	YTD/CURRENT ENCUMBRANCE	DEBITS	CREDITS	CURRENT BALANCE
FUND 001 GENERAL										
001-1101-522.31-00 FIRE CONTROL / PROFESSIONAL SERVICES										
MAILING CHARGES										
5775	041460	11/18 EN	09/15/16	041460		BURTON & ASSOCI	48.00-			
COPY TO FY18										
PROJECT#: GF0014										
BLANKET ORDER										
ACCOUNT TOTAL							17,513.50	93,136.76	.00	93,136.76
FUND TOTAL							17,513.50	93,136.76	.00	93,136.76
GRAND TOTAL							17,513.50	93,136.76	.00	93,136.76

continued

Note the FY2018 "expected" is the budgeted amount of \$63,991. However, YTD FY2018 expenditures are already over that amount, at \$93,137. Generally, Department Heads can go over on individual line items if they are under on others.

**From:** Mike Rafferty <mer112693@aol.com>

**Sent:** Monday, September 17, 2018 6:10 AM

**To:** City Council <CityCouncil@Venicegov.com>

**Cc:** Lori Stelzer <LStelzer@Venicegov.com>

**Subject:** Documentation For the Record Sep 18 Venice City Council Public Hearing 2019 Budget

Good Morning,

This is being sent to you as supporting data for an e-mail that will follow shortly and be directed to each of you individually.

I requested Fire Dept Budget/Spending data from Finance (budget hearing agenda material made available last week which I reviewed over the weekend and then submitted a request).

Finance indicated they could not respond on such a short notice....after submitting a public records request and payment of \$84.67 by 2:00 pm yesterday afternoon, I received the attached data.

The information requested regarding the Fire Dept was about expenditures for Professional Services: ie, \$151,088 expended in 2017 for what?; \$63,991 and \$22,290 expected to be spent in 2018 for what?; \$60,991, \$588, and \$31,890 requested for 2019 to cover what? Three-year total is \$330,838 (coincidence(?) that .1 mil equals about the same?) \$330,838 is about 2/3 of a new fire truck! **Data received indicates a \$46,000 overrun for 2018, so the three-year total goes to \$377,000!!!!**

Here is a quick summary of the attached data.....

2017 expenditures of \$151,088 included \$75,000 for Burton/Stantec and another for a local surveyor for \$35,000(?).

2018 expenditures (Finance note, budget is \$63,991; YTD is \$93,136.76; committed is \$110,650.26; **PROJECTED OVERRUN IS \$46,659.26**)

Interesting to note in the original Department worksheet submitted (\$59,000) for this item, no \$ were included for consultant services; \$33,000 was designated for maintenance and \$26,000 for physicals.

YTD expenditures for consulting services (original budget included NONE) includes \$15,000 for Burton/Stantec (Fire Fee); \$18,800 for (FS#1 re-build); \$12,500 for Holdsworth (ALS merge); **for a total of \$46,300.**

**It is more than just a coincidence that the 2018 projected year end overrun is \$46,000 and the ytd expenditures for non-budgeted consulting service is also \$46,000.**

Who is guarding the hen house?

What about the proposed 2019 budget.....\$61,000 for "vanilla" type efforts....physicals, equip maint. Lawn maint (\$6,600?), septic service \$1,800 (attn Bob Daniels....City Fire Sta on septic system!)....NO CONSULTING SERVICES REQUESTED!!!!

AND,

\$32,000 requested for rather nebulous items including an undefined amount of \$8,000.

Last item is the new ALS study.....a \$30,000 effort by a firm in CT, with reference from New England and West Virginia clients, with a billing rate of \$400 per hour (reduced to \$350 on a retainer cash up front basis), travel time (from CT to Venice) at \$175 per hour, with expenses of air fare (\$990 per), hotel, rental car, airport parking, and \$50 per diem (stipulation.....prefer to do all data collection "face to face").....contract expires the end of September.....and they will tell us if we can provide ALS service at a rate competitive with the .66 mil rate currently assessed by the County(?)

Council seems to take a position that our Fire Dept needs additional funding.

The data recently received tend to suggest that our Fire Dept may have a spending problem!

**TIME TO STOP THE OUT OF CONTROL SPENDING OF TAXPAYER DOLLARS FOR USELESS CONSULTANT SERVICES!**

I ask for your diligence in the review of our Fire Dept funding/expenditures during the budget hearing process.

Regards,

Mike

**From:** John Holic

**Sent:** Tuesday, September 18, 2018 3:17 AM

**To:** Mike Rafferty <mer112693@aol.com>; City Council <CityCouncil@Venicegov.com>

**Cc:** Lori Stelzer <LStelzer@Venicegov.com>; Heather Taylor <HTaylor@Venicegov.com>; Kelly Fernandez - Persson & Cohen <kfernandez@swflgovlaw.com>; Shawn Carvey <SCarvey@Venicegov.com>

**Subject:** Re: Testimony for the Venice City Council Budget Hearing on Sep 18,2018

Dear Mr. Rafferty,

On behalf of Venice City Council, thank you for your comments. Your email has been received, Ms. Stelzer is away and I have copied Ms. Taylor, Assistant City Clerk, to assure proper distribution. I have also copied the City Attorney and Fire Chief.

Sincerely,

John Holic

Mayor, City of Venice

401 W. Venice Ave.

Venice, FL 34285

Office: 941-882-7402

Cell: 941-303-3357

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**From:** Mike Rafferty <[mer112693@aol.com](mailto:mer112693@aol.com)>

**Sent:** Tuesday, September 18, 2018 2:36 AM

**To:** City Council

**Cc:** Lori Stelzer

**Subject:** Testimony for the Venice City Council Budget Hearing on Sep 18,2018

Good Morning Mr Mayor and Council Members,

Please add the following to the material previously submitted regarding comments and material presented for the record on this matter and which I will speak on at the Hearing.

This matter pertains to the EMS/ALS study undertaken under this current budget and which will be moved into next years expenses as the funds were encumbered this year.

**My specific request is that Council seek an opinion from City Attourney if a COPCN would be a requirement as part of the process of taking over the County Ambulance Service.**

If one is required, the study need not continue as the likelihood of obtaining one from the County is non existant.

Here is the outline on the COPCN issue. It is from a situation at Marco Island and was sent to the Mayor the other day by Tom Brener. The Mayor didn't think it applied to us. If the County would be required to issue a COPCN for this to happen, the chances of them (County) doing so are slim to NONE!

Regards,

Mike Rafferty

***-----Original Message-----***

*From: thomas brener <[thomasbbrener@gmail.com](mailto:thomasbbrener@gmail.com)>  
To: jholic <[jholic@venicegov.com](mailto:jholic@venicegov.com)>  
Sent: Sun, Sep 16, 2018 1:29 pm  
Subject: EMS COPCN tax issue*

*Dear Mayor Holic:*

*Please forgive the appearance of this email, I am traveling and using a device that sometimes creates some issues with formatting and spell check. Since Venice is currently paying for a consultant study to implement local AMT/EMS, I wanted to ask you how the City plans to deal with COPCN issues? Venice would not be the first community that might need to appeal what is a county decision to the state legislature. I note that Marco went this route, but that the initiative eventually failed in spite of achieving a long-sought state override. See news article and links below.*

*Is it possible that The fire department is now spending another \$30k in consultant fees without first outlining the process and costs to overcome these legislative obstacles with the Council? I am curious if you are contemplating going the route of Marco Island? Would appreciate hearing your views on this.*

*Best,*

*Thomas Brener*

## **Conditional approval of COPCN raises more questions for Marco Island City Council**

[Devan Patel](#) Updated 7:38 a.m. ET July 6, 2018

The Collier County Board of Commissioners conditional approval of Marco Island's Certificate of Public Convenience and Necessity application does not mean a locally controlled EMS system is a done deal.

Not only will the voters have to approve the Aug. 28 referendum that allows the city to assess an additional \$100 per \$500,000 taxable property value but the City Council will have to make a decision on whether Marco Island will give up its right to recoup ad valorem taxes it pays to Collier County.

Council Chairperson Jared Grifoni intends to place a discussion of the issues on the agenda of the council's July 16 meeting and gain further legal clarification for how the county's conditional approval affects the local bill signed by Gov. Rick Scott in March. That bill allows the city to apply to the State Health Department if its county application is not approved.

“The main concern was how conditional approval affects us moving forward,” Grifoni said. “I want to have the City Attorney (Alan Gabriel) provide his legal opinion on the language of the local bill. I think the intent of the bill is clear: an honest, true and reasonable path for allowing ambulance transport.”

**More:** [What's not in interlocal agreement may become sticking point for Marco COPCN application](#)

**More:** [Marco Island, Collier County continue back-and-forth on ambulance issue](#)

**More:** [County commissioners conditionally approve Marco Island ambulance application](#)

Marco Island has been on a long path to gain additional EMS services. Collier County had maintained that the city did not need an additional ambulance, which prompted the city to approve a three-prong approach to make it happen.

The approach included continued negotiations with the county, submitting a COPCN application to the county and working with local legislators on a bill that would allow the city to bypass the need for county approval.

The local bill required a third-party financial analysis, a COPCN application to the county and for voter approval of the referendum on Aug. 28.

The commissioners conditionally approved Marco Island’s COPCN application by a 4-1 vote last month with the caveat that Marco Island voters had to approve the referendum and the city would not seek to recoup taxes as permitted through *Alsford v. Broward County*.

Prior to the conditional approval, the county and city staffs worked to create the framework of an interlocal agreement, which was closely based off the county’s agreement with the Seminole Tribe, if Marco Island was to operate its own EMS system. If Marco Island has to apply to the state for its COPCN, Grifoni said while it would not be subject to those terms, it would still require the city and county to come to terms on an interlocal agreement in some form.

Conditional approval, however, has raised questions about what that means for Marco Island should it not agree to the taxation issue.

The first is if conditional approval has any effect on the language of the local bill that states the city’s application is “unapproved.”

The second is whether Marco Island will agree to the county’s terms on the ad valorem tax issue.

During last month’s council meeting, the City Council stated it would not give up its rights ahead of the Board of Commissioners vote.

Grifoni said there were two main issues with the county’s request.

“It’s unfair treatment on the city of Marco Island,” Grifoni said. “The other question is if that is enforceable. The city can’t give up the rights of citizens to petition its local government for adequate representation of tax dollars.”

Grifoni noted that the taxation issue was not part of the referendum nor was it part of any other COPCN approval the county has granted in the past.

He also said it’s unclear how the county is going to use those tax dollars.

“If the county can justify use of tax dollars, there wouldn’t be an argument,” Grifoni said.

**More:** [Leaders push for increasing level of care at Marco Island ambulance town hall](#)

**More:** [EMA board recommends conditional COPCN for Marco Island](#)

**More:** [County to city: You don’t need a second ambulance](#)



**From:** John Holic  
**Sent:** Monday, September 17, 2018 6:44 PM  
**To:** entiff@gmail.com; City Council <CityCouncil@Venicegov.com>  
**Cc:** Edward Lavallee <ELavallee@Venicegov.com>  
**Subject:** Re: Budget

Dear Mr. Sentiff,  
On behalf of Venice City Council, thank you for your comments.  
Sincerely,  
John Holic  
Mayor, City of Venice

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From: [entiff@gmail.com](mailto:entiff@gmail.com)  
Sent: Monday, September 17, 2018 5:13 PM  
Subject: Budget  
To: City Council <[citycouncil@venicegov.com](mailto:citycouncil@venicegov.com)>

Dear Venice city council members

I am writing to let you know my views on some things for the upcoming budget meeting.

1.) i am against a raise for the city manager. 10 percent two years in a row? Only in government could this type of spending take place.

Additionally, as a taxpayer I feel the city manager makes an acceptable salary.

2.) ambulance service. Leave it alone. It is not broken, don't fix it.

3.) increase in the cost of services through taxes. I am in favor of responsible government. Tax increases need to be justified, just the same as pay increases. I see no justification for this increase, other than to increase funds to be used at the discretion of the council.

To say it another way, I am all for responsible government spending. I see the current resolutions to increase taxes and give the city manager a raise in the process as irresponsible.

Respectfully  
Laurence Sentiff  
811 Waterside Dr 206  
Venice FL 34285

**From:** John Holic

**Sent:** Monday, September 17, 2018 8:08 PM

**To:** Charlie/Nancy <cnflink@comcast.net>; City Council <CityCouncil@Venicegov.com>

**Subject:** Re: Budget Hearing/Other Concerns

Dear Mr. and Mrs. Flinkstrom,

On behalf of Venice City Council, thank you for your comments.

Sincerely,

John Holic

Mayor, City of Venice

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From: Charlie/Nancy <[cnflink@comcast.net](mailto:cnflink@comcast.net)>

Sent: Monday, September 17, 2018 8:03 PM

Subject: Budget Hearing/Other Concerns

To: City Council <[citycouncil@venicegov.com](mailto:citycouncil@venicegov.com)>

Honorable City Council Members:

Please be advised that we try to make a concerted effort regarding Council activity and actions during the summer months.

1) It continues to dismay us that comprehensive Budget Hearings proceed to Council vote at a time when a significant number of property owners/tax payers are out of State for one reason or another — such as ourselves away for most of summer for personal reasons. We know we are not alone.

Transparency with your citizens continues to be an issue.

Perhaps your summer hearings should address minor issues; whereas major concerns such as budgets, raises, etc. should be addressed in the Spring or Fall — a staged hearing system.

2) We understand the City Manager will benefit a 10% raise this year to add to his 10% increase last fiscal year!! And yet, we the taxpayers will “benefit” by a substantial increase in trash, recycle, water, wastewater rate increases. What happened to allocating this increase to our rising property values and tax rate? Again we feel this “utility” issue lacks full transparency in that many property owners are absent.

3) We expressed our serious concerns regarding last summer’s Fire Department funding. Once again, it is our opinion consolidation with the County will serve our City very well and likely at less expense. The ambulance service as currently structured serves us all very well; there is no substantive reason to make a change.

Respectfully,

Charlie & Nancy Flinkstrom

**From:** John Holic

**Sent:** Monday, September 17, 2018 8:01 PM

**To:** Peter Simmons <pwsimmonsjr@verizon.net>; City Council <CityCouncil@Venicegov.com>

**Subject:** Re: Where is the City of Venice Fiscal Responsibility??

Dear Mr. Simmons,

On behalf of Venice City Council, thank you for your comments.

Sincerely,

John Holic

Mayor, City of Venice

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**From:** Peter Simmons <[pwsimmonsjr@verizon.net](mailto:pwsimmonsjr@verizon.net)>

**Sent:** Monday, September 17, 2018 7:41:35 PM

**To:** City Council

**Subject:** Where is the City of Venice Fiscal Responsibility??

Dear City Council,

Why have I not heard of the council bringing forward ideas on how to reduce the tax burden on the residents of Venice? Instead, I only hear of the opposite.

1. Increasing the size of city government and the size of Venice is not what the majority of the residents want.
2. Increasing the salary of our city manager by 10%, really, that would not happen in the public sector and that this would be the second year in a row he received a 10% increase is inappropriate.
3. Why are not consolidating our fire department into the county fire department, which would reduce our costs?
4. Are we considering ways to manage our emergency ambulance services without costing the resident more in taxes?
5. Even though I met with Mr. Vargas concerning the city taking over the backflow prevention system on private property, I still opposed it. The resident is responsible for maintaining all water line and devices between the water meter and the home. Mr. Vargas said there were too many elderly people that contacted the city saying they did not understand what they needed to do about their backflow preventers. Not knowing what to do should even be considered, the city should just advise what needs to be done and if it is not done by the home owner, the city should do it and bill the homeowner who is not in compliance. Just like a homeowners that does not mow their property in residential areas.

Many of the residents in Venice live on a fixed income and have to reduce their every day expenditures to pay for the rising costs of city government. It is apparent that the City Council wants to grow the size of government and Venice and the backs of the current tax payers. Any expansion of infrastructure should be voted on by the residents.... What a novel idea!! Or at a minimum, the impact fees and property taxes for new expansion should fully cover any initial and subsequent cost for the city to manage and service the expansion, so there would be no need to increase the current residents' taxes..

Unhappy with the way things are going.

Pete Simmons

Venice, FL

**From:** dhabecker15 <dhabecker15@gmail.com>

**Sent:** Tuesday, September 18, 2018 12:49 PM

**To:** City Council <CityCouncil@Venicegov.com>

**Subject:** Please swallow your pride and let the county take over fire services. The county commissioners seem to have a better grasp of how to run a gov.

Sent from my Samsung Galaxy smartphone.

**From:** WILLIAM MEYER <billm622@comcast.net>

**Sent:** Tuesday, September 18, 2018 1:09 PM

**To:** City Council <CityCouncil@Venicegov.com>

**Subject:** Fire Protection

Please use Sarasota County fire protection and keep City costs down. I will be watching and i vote.

Thanks,

William Meyer

622 Leslie Lane

Venice, FL

**From:** Billy Stein <billyjosmailslot@gmail.com>  
**Sent:** Tuesday, September 18, 2018 2:13 PM  
**To:** City Council <CityCouncil@Venicegov.com>  
**Subject:** Poor use of tax dollars

Dear council,

we have a problem with your proposed hikes, especially that you are sneaking it when most homeowners are not available to come to your meetings. It is very underhanded.

Also your breeze at passing water, sewer, trash increases is alarming! The city Counsel Manager does not need an additional 10% raise and it is out of hand!!!! What is wrong with you people and where do you think we have the income to accommodate these large increase to your budgets. Reign in and live within your current budgets. You people are unrealistic!!!!!!

Sincerely,

Mr. & Mrs. J. Stein

**From:** Mike Rafferty <mer112693@aol.com>

**Sent:** Tuesday, September 18, 2018 2:20 PM

**To:** Lori Stelzer <LStelzer@Venicegov.com>; Heather Taylor <HTaylor@Venicegov.com>

**Cc:** Richard Cautero <RCautero@Venicegov.com>; Jeanette Gates <JGates@Venicegov.com>; Mitzie Fiedler <MFiedler@Venicegov.com>

**Subject:** Please include this e-mail as part of the 9/18/18 Budget Hearing Record

Submitted for the record is a copy of the material I will be presenting.

Mike Rafferty

Mr. Mayor and Council Members,

I realize this is not the time to change this budget, so my purpose is to:

1. Bring awareness to a troubling trend in one part of Fire Dept expenditures
2. Comment on the current study to take on the County Ambulance Service
3. Bring up Consolidation with the County Fire Department

At the end of these comments I will ask Council to:

1. Request the City Attorney to research if part of the process to take over the County Ambulance Service will require a Certificate of Public Convenience and Need (COPCN)
2. Proceed with the appropriate steps to place a referendum for voter consideration on proceeding with evaluating the requirements for the County to take over our Fire and Rescue Operations.

Let's look at some of the Fire Dept expenditures over the past 2 years on outside consultant services.

The numbers data I sent you previously show overruns in this area of \$80,000 and \$47,000.....\$127,000 over a 2 year period. This wouldn't be tolerated in the Private Sector.

What makes the situations worse, is that \$125,000\* of that amount was paid for the contentious Fire Fee Proposal and Fire Dept Funding that consumed endless hours of your time and our time over the past 3 years.

\*(Stantec \$95,000 and Brigham \$35,000)

Consider next, the new study to take over the County ambulance service. Although not a part of the approved 2018 budget and ignoring the fact that the Professional Services Line Item was already significantly overbudget, a Connecticut consultant with no demonstrated job experience in Florida, billing out time at \$350/hour, is issued a PO for \$30,000.

Since the \$30,000 is committed in the 2018 budget, \$17,500 will be transferred to 2019 as an encumbered amount. This innovative method to fund items not originally



approved in one year and then carried over into the next year is not what responsible fiscal management is all about!

This Morning you received information about a COPCN as a potential roadblock in moving ahead with taking over the ambulance service. This question should be presented to the City Attorney for an opinion.

This ambulance service effort is destined to become another Stantec/Burton \$100,000 fiasco. The question we taxpayers have is.....What's wrong with the current service....it's not broken, why fix it?

Funding fire and rescue services in Venice is broken and taking over the County ambulance service will not fix the problem. Understood that Council is "tired" of this issue, but it needs to be addressed.

A study presented to Council last Summer showed a per cap cost for Fire and Rescue services nationally at \$138 and Venice \$381; cost per run down in Naples \$1,300, in Venice \$3,000.....yes, every time we hear the sirens, cha ching, \$3,000.....nearly 3 times the national average and 2.5 times what our neighbors are paying in Naples.

As taxpayers, we're tired of being told we have a funding problem with the Fire Department, up to \$2 million we often hear.....we have a spending problem as we are paying far too much for these services, particularly when an alternative is available.....yes, that nasty word CONSOLIDATION!

At a recent Council Meeting, an example was presented by Mr. Newcom where a contentious issue was handled by one of our local HOA's. The matter was presented to the HOA community for a vote, which was done, and which solved the issue.

Please let the voters decide on how we want to fund fire and rescue services. It is clear Council is split on the issue and it is equally clear **we all need** to be properly educated on the pro's and con's of consolidation. It is too late for a referendum this November, but groundwork needs to be initiated now to rationally consider and quantify the specifics of such a solution.

In conclusion, I ask Council to:

1. Request the City Attorney to research the COPCN matter
2. Proceed with the appropriate steps to place a referendum for voter consideration on CONSOLIDATION

Thank you,  
Mike Rafferty

**From:** CAROL BALDASSARI <governorcb@comcast.net>

**Sent:** Tuesday, September 18, 2018 2:40 PM

**To:** City Council <CityCouncil@Venicegov.com>

**Subject:** Venice Ambulance Service and increase for City Manager

I am a Florida resident who lives in Venice for six months of the year. I am writing this email to ask that our ambulance service will continue to operate with the Sarasota County. Why incur more expenses if this procedure has been working well for many years? Also, I disagree with increasing the City Manager's salary since our water, trash, taxes, etc. have gone up.

Carol Baldassarri

646 White Pine Tree Rd

Venice, FL 34285

**From:** Christopher Ferrante <chrisferrante34285@yahoo.com>

**Sent:** Tuesday, September 18, 2018 3:01 PM

**To:** City Council <CityCouncil@Venicegov.com>

**Cc:** Lori Stelzer <LStelzer@Venicegov.com>

**Subject:** Council Meeting, September 18, 2018

Mayor Holic, Members of the Council:

Before the budget is finalized at tonight's meeting, I would like to ask that you reconsider, and reduce from 10% to 5% the proposed raise for the City Manager.

As noted by Mayor Holic, it will not be well received by the rank and file employees of Venice, and may well result in a lack of enthusiasm in the workplace, impacting our delivery of services. It may well cause some to seek employment elsewhere.

I refer you to a recent article by Professor John Daly, of the University of Florida, School of Public Affairs. In his piece, Professor Daly reported that:

Tampa , the largest city in the area pays the Chief Financial Officer, Sonya Little, their highest paid employee, the annual salary of \$196,082.

Saint Petersburg pays Mayor Rick Kriseman, their highest paid employee, the annual salary of \$188,131.

Clearwater pays City Manager Bill Horne, their highest paid employee, the annual salary of \$202,660.

All of these administrators manage larger cities, larger budgets, and more employees than we have in Venice.

I strongly urge you to consider this before the budget is finalized tonight.

Thank you for your consideration.

Christopher A. Ferrante

**From:** John Holic

**Sent:** Tuesday, September 18, 2018 3:27 PM

**To:** Randy Shipley <[rashiple@gmail.com](mailto:rashiple@gmail.com)>; City Council <[CityCouncil@Venicegov.com](mailto:CityCouncil@Venicegov.com)>

**Subject:** Re: Venice Budget Issues

Dear Mr. Shipley,

On behalf of Venice City Council, thank you for your comments; I have copied the rest of council so that they are aware of your concerns,

Sincerely,

John Holic

Mayor, City of Venice

401 W. Venice Ave.

Venice, FL 34285

Office: 941-882-7402

Cell: 941-303-3357

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**From:** Randy Shipley <[rashiple@gmail.com](mailto:rashiple@gmail.com)>

**Sent:** Tuesday, September 18, 2018 2:51:42 PM

**To:** John Holic

**Subject:** Venice Budget Issues

Dear Mayor Holic:

As a citizen of the city of Venice, I would like to express my concern about some of the issues being considered by the City Council.

First, let me express my dismay at the 10% salary increase being proposed for the City Manager, on top of a 10% increase last year. During my career, I spent about 40 years in the corporate world and a 10% raise was pretty much unheard of unless it was in conjunction with a promotion. Typical raises were in the 2 - 5 % range. I fail to understand why our City Manager should receive such a raise during this period of low inflation.

Secondly, I am concerned about the funding for the Venice fire department. I have been against the fire tax since it was first proposed and remain so. I believe that our fire department should be incorporated into the Sarasota County fire department. I really believe that this would be a more cost-effective way of providing fire protection for the city of Venice.

I also feel that ambulance service should continue to be provided by Sarasota County, rather than Venice establishing a separate organization to fulfill this need.

It is my understanding that the proposed increase in the rates for water, sewer and trash pickup have been approved by the Council. I had earlier expressed my objection to these increases as I feel that department efficiencies should be improved, rather than foisting additional burden upon the residents of Venice.

I'm sure that you are aware that there are many retired people living in Venice, of which I am one. I, like many others, have a fixed income. I depend primarily upon Social Security to sustain my wife and me.

The annual increases in Social Security are meager, to say the least, and do not keep up with the costs of living that are continually going up. Any tax increase (including property taxes) creates more stress in our lives and sacrifice of some elements.

I appreciate your service to the city of Venice. However, I do ask that you take my comments under consideration when you vote for any tax or fee increases and when you consider how to address fire protection in Venice.

Warm Regards,

Randy Shipley  
Concerned Citizen

From: Jerry DiNallo <jdinallo@nycap.rr.com>  
Sent: Tuesday, September 18, 2018 3:56 PM  
To: City Council <CityCouncil@Venicegov.com>  
Subject: Today's meeting

Dear councilmen,

I am just learning of today's meeting I would like to express my thoughts on the agenda items.

I have been opposed to the fire fee/tax since originally proposed back in 2017. I continue to believe that merging with the county is the only viable solution to this issue.

I feel that the ambulance service should be left as is otherwise another layer of management would be required for the city to take it on. It works well the way it is so why disrupt it. I do not believe we would save any money taking it on nor would city ambulance provide a superior service to what we currently have.

Lastly a 10% increase in salary is for city management y is ridiculous. Cost-of-living is nowhere near that and the additional influx of housing should support reasonable salary increases.

Sincerely,

Jerry DiNallo

Sent from my iPhone