

**ST. PETERSBURG CITY COUNCIL  
BUDGET, FINANCE & TAXATION COMMITTEE**

**AGENDA**

July 20, 2017

08:00 – City Hall – Room 100

Members & Alternate: Budget, Finance & Taxation Committee: Chair James R. “Jim” Kennedy, Jr.; Vice Chair Charles Gerdes; Karl Nurse; Darden Rice; and Ed Montanari (alternate).

Support Staff: Kewa Wright, City Council Administrative Aide  
Cindy Sheppard, City Council Administrative Officer

**A. Call to Order**

**B. Approval of Agenda**

**C. Approval of Minutes**

**1. June 22, 2017**

**D. New/Deferred Business**

**1. July 20, 2017**

- a. Consideration of a revision to the Small Business Enterprise Ordinance (**Nurse**)
- b. Airbnb to collect sales tax and tourist taxes from guests (**Legal**)
- c. Multi-year shade tree planting program along City trails and roadways added to Weeki Wachee List (**Nurse**)
- d. Booker Creek Park added to the Weeki Wahchee List (**Foster**)

**E. Upcoming Meetings Agenda Tentative Issues**

**1. July 27, 2017**

- a. Utility Rate Study (**Anne Fritz/Claude Tankersley/Andy Burnham**)
- b. Alternate Funding for Water Resources Update (**Anne Fritz**)

**2. August 17, 2017**

- a. PILOF Discussion

**F. New Business Item Referrals**

**G. Adjournment**

ST. PETERSBURG CITY COUNCIL  
BUDGET, FINANCE & TAXATION COMMITTEE

Minutes

June 22, 2017

City Hall – Room 100

**Present:** Committee Members - Chair James R. "Jim" Kennedy, Jr., Vice-Chair Charles Gerdes, Darden Rice and Ed Montanari (alternate). Absent – Karl Nurse

**Also:** City Attorney, Jackie Kovilaritch; Chief Assistant City Attorney, Jeannine Williams; Assistant City Attorney, Mark Winn; Assistant City Attorney, Brett Pettigrew; City Administrator, Gary Cornwell; Internal Audit Director, Brad Scott; City Council Administrative Aide, Kewa Wright; Senior Deputy City Clerk, Cathy E. Davis

**A. Call to Order**

Chair Kennedy called the meeting to order at 10:56 am with the above persons present.

**B. Approval of Agenda**

In connection with the approval of the June 22<sup>nd</sup> meeting agenda, Council Member Gerdes made a motion that the agenda be approved as written. All were in favor of the motion. Ayes. Kennedy. Gerdes. Rice. Nays. None. Montanari (alt). Absent. Nurse

**C. Approval of Minutes**

**1. June 15 2017**

In connection with the approval of the June 15<sup>th</sup> meeting minutes, Councilmember Gerdes made a motion that the minutes be approved as written. All were in favor of the motion. Ayes. Kennedy. Gerdes. Rice. Nays. None. Montanari (alt). Absent. Nurse

**D. New/Deferred Business**

**1a. Baseball referendum to allow the St. Petersburg Baseball Commission a 10 year lease with a 10 year renewal for the Walter Fuller Baseball Park.** CM Gerdes started the discussion regarding the St. Petersburg Baseball Commission's proposal to privately fund capital improvements to the Walter Fuller Baseball Park with a commitment of a 20 year lease from the City as opposed to the current lease scenario. Pursuant to the City Charter, a referendum for a long term lease is required since it is City parkland. CM Gerdes introduced the draft proposed notice and the draft proposed ordinance that Legal provided at the request of the committee from the last meeting.

Steve Nadel, Director of the St. Petersburg Baseball Commission, addressed the committee regarding the improvement plan for the Walter Fuller Baseball Park, which will focus on aesthetics, safety and capacity. Mr. Nadel stated that he would send an electronic version of the plan to the committee. Assistant City Attorney Pettigrew explained the timeline for when the notice and ordinance needs to go out. He also provided a historical perspective of the Walter Fuller Baseball Park and its relationship with the neighborhood and Azalea Little League. CM Gerdes provided some recommendations to Mr. Nadel on how to make this referendum less controversial and straightforward in order to increase its chances of getting a positive outcome from the voters.

CM Kennedy queried Mr. Nadel if he was satisfied with the configuration of the current geographical boundaries, and if he would be asking the City to contribute monetarily to this proposal. Mr. Nadel affirmed that the geographical boundaries were acceptable and there is no money being requested from the City to make the improvements to the park. CM Gerdes clarified that although no money is being requested, the City will continue its current funding structure as it relates to the operation of St. Petersburg Baseball. CM Rice inquired about the last paragraph of the notice and if there would be cause for concern if the affected property owners/residents were not notified. Assistant City Attorney Pettigrew explained how the City Charter addresses the requirements for notifying condo associations and co-ops.

**CM Gerdes made a motion to approve the proposed notice. All were in favor of the motion. Approved unanimously by the committee. Ayes: Kennedy, Gerdes, Rice, Montanari (Alt). Nays: None.**

**Absent: Nurse**

**1b. Vinoy Referendum.** Assistant City Attorney Winn addressed the committee regarding the timeline to publish the Vinoy referendum notice. He also provided a copy of a sketch that identifies what is requested in the referendum and a copy of the proposed notice. Assistant City Attorney Winn provided the committee with some historical background between the Vinoy and the City of St. Petersburg. CM Rice commented on how employee parking gets pushed back in the Old Northeast neighborhood and this would be a win-win situation if this referendum is approved. CM Rice also asked Kyle Parks who is representing the Vinoy if they had a chance to speak with Historic Old Northeast and St. Pete Preservation. Mr. Parks indicated they have spoken with St. Pete Preservation and they will be providing a public statement of their support.

**CM Gerdes made a motion to approve the proposed notice. All were in favor of the motion. Approved unanimously by the committee. Ayes: Kennedy, Gerdes, Rice, Montanari (Alt). Nays: None.**

**Absent: Nurse**

#### **E. Upcoming Meetings Agenda Tentative Issues**

##### **1. July 20, 2017**

- a. Consideration of a revision to the Small Business Enterprise Ordinance (**Nurse**)
- b. Airbnb to collect sales tax and tourist taxes from guests (**Legal**)

##### **2. July 27, 2017**

- a. Utility Rate Study (**Anne Fritz/Claude Tankersley/Andy Burnham**)
- b. Alternate Funding for Water Resources Update (**Anne Fritz**)

##### **3. August 10, 2017**

- a. PILOF Discussion

#### **F. New Business Item Referrals**

#### **G. Adjournment**

There being no further business, the meeting was adjourned at 11:31 a.m.



**Planning & Economic Development  
Greenhouse Memorandum**  
Budget, Finance & Taxation Committee:

To: Chair James A. "Jim" Kennedy, Jr.; Vice Chair Charles Gerdes; Karl Nurse;  
Darden Rice; and Ed Montanari (alternate).

From: Jessica Eilerman, Greenhouse Manager & Small Business Liaison

Date: July 12, 2017

Subject: Revisions to the Small Business Enterprise (SBE) Ordinance & Administrative  
Policy

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Attached are the recommended updates to the City's SBE Ordinance & SBE Administrative Policy.

**Abbreviated Program History**

The City adopted its first MBE Ordinance in 1982. Over the next eight years, a variety of changes and modifications were made due to changing legal opinion and defensibility. In 1989 the City commissioned a disparity study regarding the nature and extent (if any) of discrimination against Minority-and Women-Owned Business in St. Petersburg. The results of the study confirmed the need to re-establish the MBE Program for construction projects for black-owned businesses only. The data for the procurement of goods and services was not analyzed at that time. The MBE construction program was re-established by ordinance in 1990.

In June 1998, the City commissioned a second Disparity Study. The study conducted by Policy Research Consulting, Inc. concluded that there was no disparity in the City's goods and services procurement and construction programs. Consequently, it was determined by the City Attorney that the City's race and gender conscious Minority/Women Business Enterprise (M/WBE) initiative was no longer legally defensible. In November 1999, City Council repealed the M/WBE Construction Program and, in 2001, adopted a race and gender neutral Small and Disadvantaged Business Enterprise (SDBE) Program.

The intent of the SDBE program was to enhance procurement opportunities for certified SDBEs domiciled within city limits. On September 21, 2006, the City Council approved Ordinance 789-G which created a SBE program. The SBE program replaced the SDBE program to create a more effective and regional program. The intent of the SBE program is to foster growth in the economy of the City, by affording small businesses an opportunity to gain the experience, knowledge and resources necessary to compete and survive, both in the government as well as in the private procurement and construction contracting arena.

Beginning in 2015 there has been an increased desire from the community to examine an expansion or addition to the current SBE program into a W/MBE program. To do this, a disparity study will need to be commissioned and conducted. Until such a study is commissioned, the Greenhouse/Economic Development staff has prepared the recommendations outlined herein to update and strengthen the current SBE program. Discussions with members of the SBE Committee, key impacted City Departments as well as with members of the public have been held to incorporate suggestions and feedback as appropriate.

### **Summary of Proposed SBE Program Revisions**

#### **SBE Ordinance Revisions**

- Minor revisions proposed relating to the expansion of the SBE committee and reporting process
- Incorporation of escalating yearly goal participation percentages
- Inclusion of a new subsection to include compliance; corrective action; penalties

#### **SBE Administration Policy Revisions**

- The bulk of the revisions are found in the Administrative Policy. Please see attached for full overview.

### **In closing**

The ordinance revisions, if supported by BF&T, can be rescheduled for Council action in July 2017. The Administrative Policy revisions would become effective upon adoption of the revised ordinance.

CC: Mayor Kriseman  
Deputy Mayor Tomalin  
Alan DeLisle  
Dave Goodwin  
Louis Moore  
Brejesh Prayman

ORDINANCE NO. \_\_\_\_

AN ORDINANCE AMENDING CHAPTER 2, ARTICLE V, DIVISION 4 OF THE ST. PETERSBURG CITY CODE RELATING TO PARTICIPATION REQUIREMENTS FOR SMALL BUSINESS ENTERPRISES; PROVIDING FOR ANNUAL CITY WIDE GOALS FOR SMALL BUSINESS ENTERPRISE PARTICIPATION; PROVIDING FOR CORRECTIVE ACTION AND PENALTIES; PROVIDING FOR CITIZEN MEMBERSHIP ON THE SMALL BUSINESS ENTERPRISE COMMITTEE; REQUIRING QUARTERLY UPDATES TO CITY COUNCIL REGARDING THE AWARDING OF CONTRACTS TO SMALL BUSINESS ENTERPRISES; AND PROVIDING AN EFFECTIVE DATE.

THE CITY OF ST. PETERSBURG DOES ORDAIN:

Section 1. Section 2-272(b) of the St. Petersburg City Code is hereby amended to read as follows:

(b) *SBE Committee.* The POD shall establish an SBE Committee with membership consisting of City staff members and two City residents; one appointed by the Mayor and one appointed by the City Council Chair. The SBE Committee shall utilize ~~establish annually a recommended city wide SBE goal, based on readiness, willingness and availability of prime contractors and subcontractors. The annual city wide goal shall be achieved through the utilization of~~ participation percentages and/or the sheltered market program to achieve the following annual city wide SBE participation goals: FY 2017 – 8%; FY 2018 – 10%; FY 2019 – 12%; FY 2020 – 14%.

Section 2. The St. Petersburg City Code is hereby amended by adding a new subsection 272(k) to read as follows:

(k) *Compliance; Corrective Action; Penalties.* If the contractor has not met the requirements of this division, the POD will provide written notice regarding noncompliance. The contractor will be required to present a corrective action plan within 30 days of such notice. Once the corrective action plan is approved by the POD, the POD will provide a time period for completion of the corrective action plan. The time period for completion of the corrective action plan shall not exceed 60 days unless the Mayor or his or her designee determines that the contractor has demonstrated that a longer time period is necessary and in the best interest of the

City. If the contractor fails to correct the deficiency within the time period, the POD shall impose the following penalties:

i. For a first violation . . . retainer will be withheld

ii. For a second violation . . . one year suspension from bidding on City contracts

iii. For a third violation . . . three year suspension from bidding on City contracts

Section 3. Section 2-274 of the St. Petersburg City Code is hereby amended to read as follows:

Sec. 2-274. Report to the City Council.

The POD shall ~~annually~~ quarterly provide information to the City Council concerning the awarding of contracts to SBEs. To the extent practicable, the information provided should include the total dollar value of awards made in the fiscal year to SBEs.

Section 4. As used in this ordinance, language appearing in struck-through type is language to be deleted from the City Code, and underlined language is language to be added to the City Code, in the section, subsection, or other location where indicated. Language in the City Code not appearing in this ordinance continues in full force and effect unless the context clearly indicates otherwise. Sections of this ordinance that amend the City Code to add new sections or subsections are generally not underlined.

Section 5. The unconstitutionality or invalidity of any word, sentence, or portion of this ordinance shall not affect the validity of the remaining portions.

Section 6. In the event this ordinance is not vetoed by the Mayor in accordance with the City Charter, it shall become effective upon the expiration of the fifth business day after adoption unless the Mayor notifies the City Council through written notice filed with the City Clerk that the Mayor will not veto the ordinance, in which case the ordinance shall become effective immediately upon filing such written notice with the City Clerk. In the event this ordinance is vetoed by the Mayor in accordance with the City Charter, it shall not become effective unless and until the City Council overrides the veto in accordance with the City Charter, in which case it shall become effective immediately upon a successful vote to override the veto.

Approved as to form and content:

\_\_\_\_\_  
City Attorney (designee)

**CITY OF ST. PETERSBURG ADMINISTRATIVE POLICY**

**#050900**

**SUBJECT:** Small Business Enterprise Program      **APPROVAL:** Rick Kriseman, Mayor

**EFFECTIVE DATE:** July \_\_, 2017

**REPLACES POLICY DATED:** October 22, 2007

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**Synopsis:**

The Small Business Enterprise (SBE) Program is a race/gender neutral program intended to enhance procurement and construction contracting opportunities for certified Small Business Enterprises in Pinellas, Pasco, Hillsborough, Manatee and Polk counties. The procurement opportunities include contracts for supplies, services, construction and professional services. This policy sets forth the criteria for participation in the SBE program and briefly outlines goals and procedures regarding program compliance.

**Policy:**

**Program**

**1. The Greenhouse**

The Greenhouse is responsible for the administration of the City's Small Business Enterprise Program. The Greenhouse processes certification applications and provides technical assistance, outreach and advocacy for SBEs seeking to do business with the City.

**2. SBE Committee**

An SBE Committee shall be established with membership consisting of City staff and two citizens, one selected by the Mayor and one selected by the Council Chair. The SBE Committee shall utilize participation percentages and/or the sheltered market program to achieve the annual City-wide goal as established per City Code.

**3. Certification**

- a. To qualify as a certified SBE, a company must be an independently owned, operated and controlled business that is not dominant in its field of operation and is a provider of supplies, services or construction. The business must have been in operation for at least one (1) year and must serve a commercially useful function. The Greenhouse Manager, or designee, shall establish a procedure to certify that a business qualifies as an SBE. All certifications are effective for a period of ~~two~~ three years from the date of notification of certification or following completion of the re-certification procedure. If during the certification period, the SBE experiences changes in ownership, employment, control, or location, it is the company's responsibility to report such changes to the Greenhouse. Failure to report changes shall constitute just cause to deny certification and/or re-certification for a period of one year.
- b. To be eligible for certification the SBE must meet the criteria established and set forth under the SBE definition described above, in addition to the following:



- (1) The business must have a current occupational license/tax receipt from and be domiciled in Pinellas, Pasco, Polk, Hillsborough or Manatee County. A post office box is not acceptable as a business address.
  - (2) The business must, together with affiliates, be a provider of supplies, services or construction.
  - (3) The number of employees averaged over the previous three (3) years must not exceed fifty full-time permanent employees and the annual sales volume averaged over the previous three (3) years must not exceed \$5,000,000 for Services and Supplies and \$8,000,000 for Construction.
- c. The Greenhouse will recognize certification by other governmental units using similar certification criteria. Existing certified SBEs and disadvantaged business enterprises will remain certified until their current certification expires, at which time these enterprises must be re-certified pursuant to this policy.
- d. Applications for certification must be accompanied by the following:
- 1) A copy of the business' entire federal tax return covering the three (3) most recently completed tax years. The submitted tax returns must include all schedules, forms, and support statements as required by and filed with the IRS. Tax returns under any previous ownership type(s) within the same 3-year period must also be submitted. If the company has been in business for less than three years, all available tax returns must be provided. If the company has yet to file a tax return, it must provide information sufficient to demonstrate its annual sales volume and number of employees. If a company does not file a federal tax return at the time of application for certification, a copy of the return must be filed within 6 months of certification.
  - 2) Articles of incorporation and by-laws.
  - 3) Business occupational tax license.
  - 4) A copy of the state "Quarterly Wage and Withholding Report" (Form 941) or other format accepted by the IRS, covering the four most recently completed quarters.
  - 5) Job references.
  - 6) Contractor's license or competency card as required.
  - 7) Copies of owners' driver's licenses.
  - 8) SBE affidavit duly notarized.
  - 9) Verification that the business has been in existence and operation for at least one year.
  - 10) Any other pertinent information requested by the Greenhouse to properly evaluate the application.

- e. Any application that does not meet the requirements for filing will be rejected. The application review process may include an on-site inspection.
- f. The Greenhouse will maintain a current directory of certified SBEs. This directory will be available to all bidders and prospective contractors to assist them in their efforts. The directory shall be updated monthly and be accessible on the City's website.

#### **4. Annual Goal**

As established pursuant to City Code, the following are the annual goals for the SBE program:

- FY 2017 – 8%
- FY 2018 – 10%
- FY 2019 – 12%
- FY 2020 – 14%

The SBE Committee shall evaluate the annual goals every two years and adjust them as market conditions may warrant. Adjustments shall be reported to the City Council in a timely manner.

#### **Construction Projects**

1. **Construction Participation Percentages** -- The SBE Committee shall establish SBE participation percentages for each City construction project in the amount of \$50,000 or more. The percentages shall not exceed 50 percent of the total contract amount for each project. The participation percentages shall be based on the availability of SBEs on a contract-by-contract basis and shall be included in bid specifications and bid advertisements for those contracts.
2. **Establishing Goals for Construction Projects**
  - a. The requesting department director or designated project manager shall break down the project and identify the various components of the project to be constructed. The project manager must submit to the SBE Committee an engineer's estimate that includes the scope of work and specifications required of the contractor and subcontractors to do the work.
  - b. The Greenhouse will review the certification list and determine the availability of subcontractors qualified to work on each project component and provide a list of certified SBE subcontractors, by trade, to the SBE Committee.
  - c. The SBE Committee will set goals based on the certified SBEs available, ready, willing and able to participate in accordance with the established percentage goals set forth pursuant to City Code and applicable State or Federal regulations.

#### **3. Bonding**

For public construction contracts of less than \$50,000, the Procurement Director may waive or modify bonding requirements, or accept alternative forms of security to the extent reasonably necessary to encourage procurement from SBEs. In reducing for SBEs the level or types of bonding normally required, precautions should be taken to ensure that the City and any third parties are adequately protected. The provision contained herein for waiver of a performance and payment bond for a public construction contract shall be effective only as long as permissible under state law.

#### **4. Construction Sheltered Market**

- a. The SBE Committee may also administer a construction sheltered market program. Only certified SBEs are eligible to participate in the sheltered market program.
- b. The sheltered market program shall be used only where it is determined that there are sufficient SBEs to ensure effective competition and it is necessary to meet the annual City-wide goals for SBE participation. For sheltered market contracts, SBE prime contractors or subcontractors collectively shall perform at least 20 percent of the contracting effort, including the cost of labor, equipment, materials and supplies, with their own organizations and resources.
- c. Construction projects appropriate for the sheltered market program shall be designated on a contract-by-contract basis. For projects less than \$50,000, the Procurement Director, or designee, has the authority to implement a sheltered market without the approval of the SBE Committee. For projects in the amount of \$50,000 or more, the SBE Committee will review projects and costs and will identify those projects that are appropriate for the sheltered market program.
- d. The percentage of the total dollars placed in the sheltered market program shall be reviewed annually by the Procurement Department, and an evaluation performed to determine whether continuation of the sheltered market is in the best interest of the City.

### **Supplies and Services**

#### **1. Supplies and Services Participation**

In order to be eligible to participate in the SBE program for the procurement of supplies and services, an SBE must submit to the Procurement Director proof of SBE certification.

#### **2. Supplies and Services Sheltered Market**

The Procurement Director may target or set aside for SBE participation the following types of purchasing and/or contracts:

- a. Small purchases as defined in the Procurement Code for which the Procurement Director has determined that three or more eligible SBEs are capable of providing the needed supplies or services. The Procurement Director must document such determination in the procurement records.

- b. For other than small purchases, in addition to the requirements of subsection (a), the Procurement Director must also determine in writing that limiting the purchase and/or contract to SBEs is not detrimental to the interests of the City. In making this determination, the Procurement Director shall at least consider the likelihood that price competition will occur between eligible businesses and the degree to which such target or set aside for the purchase and/or contract will contribute to the achievement of the established goal.

### **3. Discounts for Bids and Quotes Submitted by SBEs**

- a. For bid and quote evaluation purposes only, the Procurement Director may include in the Invitations to Bid (IFB) and Requests for Proposals (RFP) for supplies and services objectively measurable discounts for bids and proposals submitted by certified SBEs as provided by St. Petersburg City Code, Sec. 2-271 (h) Bid Evaluations. Bids and proposals in excess of the percentages shall be deemed financially unreasonable.
- b. When a discount is to be applied in an IFB in which “line item” is the stated basis of award and it is contemplated that awards may be made to two or more bidders, the Procurement Director may select from the table the discount that would apply were a single contract to be awarded. The discount rate to be applied in the award of indefinite quantity contracts shall be stated in the IFB for such contracts.
- c. All City departments are strongly encouraged to use SBEs when soliciting bids and quotes for supplies or services.

### **4. Verification of SBE Status and Participation**

When an IFB provides incentives to bidders to maximize the participation of SBEs as subcontractors, the SBE status of each subcontractor must be verified by the Procurement Director prior to award. Moreover, following award based on the use of incentives for SBE participation, the Procurement Director may require the contractor to provide periodic reports of actual SBE subcontractor participation. If the actual SBE subcontractor participation is less than that committed to at award, the Procurement Director may terminate the contract for cause and/or invoke other penalties as provided for in the IFB or pursuant to City Code.

### **5. Failure to use Designated SBEs**

If a prime contractor has not used a designated SBE upon project completion, and such prime contractor did not receive prior approval for such non-use, the prime contractor shall forfeit retainage in the amount designated in the applicable letter of intent and/or signed subcontract, or 10% of the amount of such subcontract, whichever is greater. The forfeited retainage shall be transferred into a separate fund to be used for SBE training and workforce development.

### **6. Payment Disputes**

Disputes between the City and prime contractors regarding payment shall be resolved in a timely manner by the Greenhouse and Engineering and Procurement departments in accordance with applicable contract documents.

**Report to the City Council**

The Greenhouse shall provide information to the City Council, quarterly, concerning the awarding of contracts to small businesses. To the extent practicable, the information provided should include the total dollar value of awards made in the fiscal year to small businesses.

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**Resource Documents:** Purchasing and Materials Management Policy and Procedures Manual  
**Contact:** The Greenhouse

**BUDGET, FINANCE AND TAXATION COMMITTEE  
PENDING/CONTINUING REFERRALS**

**July 20, 2017**

Topic	Return Date	Date of Referral	Prior Meeting	Referred by	Staff	Notes
Consideration of a requirement for a city contractor securing future contracts of at least \$2,000,000 to provide a minimum wage of at least \$10.00 per hour with a schedule to raise this over time	TBD	1/5/17	4/27/2017 6/8/2017	City Council	Councilmember Nurse	4/27/17 This item is now two motions: Motion 1 - Proposal on minimum wage (\$10, \$11 & \$12 estimate cost) for contracts of more than \$1M. Motion 2 - Proposal on minimum wage (\$10 and \$11 estimate cost) for city employees (to include: temps and less than 5yrs service). Staff to report back. 6/8/17 A motion was made to recommend part time employees hired through Personnel Solutions would be included with the proposed LWO.
Consideration of a revision to the Small Business Enterprise ordinance	7/20/17	2/2/17	6/15/17	City Council	Councilmember Nurse	
Airbnb to collect sales tax and tourist taxes from guests	7/20/17	5/7/15		City Council	M. Dema/Goodwin	1/14/16 referral to PSJ for ordinance review; referred to COW - scheduled for 9/15/16. Discussed on 1/12/17, legal to investigate and report back at a future meeting.
Consideration of Multi-year shade tree planting program along City trails and roadways funded through the Weeki Wachee Fund	7/20/17	5/18/17		Nurse		
Booker Creek Park added to the Weeki Wachee List	7/20/17	7/13/17		Foster		

Utility Rate Study	7/27/17 9/28/17 11/9/17 (if needed)						Claude Tankersley/Andy Burnham/Anne Fritz	
Alternate Funding for Water Resources Update (TIF)	7/27/17	9/8/16					Anne Fritz	To be discussed at COW on 1/26/17
Refer PILOF discussion	8/17/17	1/26/17				City Council - COW 1/26/17		
Quarterly Financial Reports	Q3 8/24/17 Q4 11/19/17	Quarterly				City Council	Anne Fritz Tom Greene	
Possible increased funding for the Mainstreet programs that currently exist	9/14/17	6/15/17				Kornell		
Quarterly Grant Reports	Q3 09/14/17 Q4 11/9/17	Quarterly				City Council	Shrimatee Ojah-Maharaj	
2018 Management Evaluation	10/12/17	Annual				Ordinance	Brad Scott	
2017 Management Evaluation	180 days 11/9/17?	10/2016 by ordinance				City Council	Brad Scott	Brad Scott preparing scope re: Water Resources. Prebid meeting for RFP held 1/18/17. Mr. Scott to contact Chair Kennedy reference 2/23 return date. Updated return date on 1/23/17. Presentations to return on 3/23/17. (4/17/17 note added) to be scheduled to return to full council. 5/25/17 - Brad stated a signed contract has been returned to LA Consulting - report to committee in 180 days
2018 Health Insurance Renewal	12/14/17	Annual				BF&T	Chris Guella	
Discussion for use of Tourist Development Tax, including Arts Funding - Follow-up	TBD	8/21/14				City Council	Joe Zeoli	Meeting to include David Downing of the TDC. Gerdes to follow-up

2018 Property Insurance Renewals	Mar-18	Annual			Blaise Mazzola/Chris Guella	
External Audit	Mar-18	Annual			Anne Fritz	



**BUDGET, FINANCE & TAXATION COMMITTEE  
WEEKI WACHEE PROJECT LIST**

July 20, 2017

TOPIC	DATE REFERRED	REFERRED BY	RETURN DATE	STAFF RESPONSIBLE	SPECIAL NOTES
Youth Sports Field at Thurgood Marshall Middle School	10.06.16	CM Wheeler-Bowman	TBD	McBee/Jefferis	
Maximo Park Project	05.12.11	Kornell	TBD	McBee/Jefferis	Referred to COW on 7/14/16 Scheduled COW on 7/28/16 \$150,000 allocated by council on 8/4/16