

# City of Dade City

## AGENDA MEMO

**To:** Honorable Mayor and Members of the City Commission  
**From:** Jim Class, City Clerk / Finance Director *JC*  
**Subject:** Resolution No. 2009-24 – Amending the FY 2008-2009 budget  
**Date:** August 5, 2009

It is requested that the City Commission consider the following information and recommendations:

### **BACKGROUND:**

Section 2-426 of the Dade City Code of Ordinances provides for amendments to the budget.

### **ISSUES:**

Resolution No. 2009-24 amends the FY 2008-2009 budget as follows:

1. The City receives monies for criminal justice education and training under Section 938.15 of the Florida Statutes and Section 1-8 of the Dade City Code of Ordinances. Monies remaining at the end of each fiscal year are placed in a designated reserve for future appropriation. The Police Department is requesting the appropriation of \$4,064 of these designated reserves for use in the current fiscal year toward registration fees and books for command school. The required approval form is attached.

### **ALTERNATIVES:**

1. Approve Resolution No. 2009-24.
2. Amend Resolution No. 2009-24 and approve as amended.
3. Do not approve Resolution No. 2009-24.

### **RECOMMENDATION:**

Approve Resolution No. 2009-24 as presented.

### **FUNDING:**

Funding is provided as outlined in the issues section.

Please contact me if you have any questions or need further information.

By the City Commission

**RESOLUTION NO. 2009-24**

**A RESOLUTION OF THE CITY COMMISSION OF DADE CITY, FLORIDA, AMENDING RESOLUTION NO. 2008-1011 BY REVISING THE 2008-2009 FISCAL YEAR BUDGET TO ADD POLICE EDUCATION RESERVES FOR COMMAND SCHOOL TRAINING IN THE POLICE BUDGET; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the City Commission approved Resolution No. 2008-1011 on September 22, 2008, which adopted the budget for the fiscal year 2008-2009 in the amount of \$10,308,683, and,

WHEREAS, the City Commission has approved subsequent resolutions which have amended the budget for the fiscal year 2008-2009 to \$11,355,328, and,

WHEREAS, the City collects monies for criminal justice education and training under Section 938.15 of the Florida Statutes and Section 1-8 of the Dade City Code of Ordinances, and,

WHEREAS, any education monies not expended during the fiscal year are placed in a designated reserve for future appropriation, and,

WHEREAS, the Police Department is requesting the appropriation of some of these designated reserves for use in the current fiscal year, and,

WHEREAS, it is necessary to amend the budget for the fiscal year 2008-2009 to reflect these changes.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF DADE CITY, FLORIDA, THAT:**

Section 1. The accounts listed below are amended as follows:

<u>Type</u>	<u>Account</u>	<u>Current budget</u>	<u>Amended budget</u>	<u>Change</u>
Rev.	Cash Balances	\$ 10,140	\$ 14,204	+\$ 4,064
Exp.	Police- Publications (Ct fees)	\$ 0	\$ 500	+\$ 500
Exp.	Police- Registration (Ct fees)	\$ 0	\$ 3,564	+\$ 3,564

Section 2. The total budget for the fiscal year 2008-2009 is revised from \$11,355,328 to \$11,359,392 after making the changes as outlined in section 1 and as so revised is hereby adopted.

Section 3. This resolution will take effect immediately.

DONE AND RESOLVED in open and regular meeting at Dade City, Florida, this 11th day of August, 2009.

DADE CITY, FLORIDA

\_\_\_\_\_  
MAYOR

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
CITY ATTORNEY

**Request for Program Approval  
Local Dollar Expenditure  
Under Chapter 938.15, F.S.**



**CJSTC  
24**

Use this form for program approval by the employing agency administrator. DO NOT forward this form to FDLE.

**TRAINING**

Name of education/training program: Command School IX

Sponsor of education/training: Dade City P.D.

Dates of program/course: 6-3-2009 to 12-4-2009

Purpose of program/course: Leadership development

Direct relationship to the officer/s job: Develop legal, ethics, budget, leadership skills

Direct benefits to officer and agency: Develop current and future Department leaders

**RELATED COST**

Total projected expenditure: \$ 4,000.00 (\$ 4,063.28) w.

(a) Tuition: \$ 3,500.00 (\$ 3,563.28) (b) Per Diem: \_\_\_\_\_

(c) Travel: \_\_\_\_\_ (d) Other Costs: \$ 500.00

Criminal Justice Agency: REF: PO # 09-7711 / 09-7712  
TUITION BOOKS

Sgt. James F. Walton  
Administrator's signature

7-14-2009  
Date



July 23, 2009

Dade City Police Department  
 Administrative Sergeant James E. Walters  
 38402 Pasco Avenue  
 Dade City, FL 33525

PO# 09-7711  
 PK# 05547

**Command School IX**

DESCRIPTION	Quantity	UNIT PRICE	TOTAL
Undergraduate Level -1 Students	1	\$ 4,242.00	\$ 4,242.00
Leroy Harrelson ID#817444			
18 Credit hours per student			
Discount for direct billing			\$ (678.72)
<b>TOTAL DUE US DOLLARS</b>			<b>\$ 3,563.28</b>

**Conditions:**

- No refund will be granted for any student who fails to complete any or all courses.
- Payment for required textbooks and classroom costs for courses held in Dade City, Florida are the sole responsibility of the Dade City Police Department
- Amount due is the minimum charge for 1 undergraduate. This is a fixed fee which is not subject to a reduction if fewer students attend the course.

Please remit payment and a COPY of this invoice to:

Saint Leo University  
 Student Financial Services  
 Attn: Joyce Thayer and Karen LoBianco  
 P. O. Box 6665- MC 2097  
 Saint Leo, FL 33574-6665

*Joyce Thayer*  
 Joyce Thayer  
 Sponsor Billing Coordinator  
 (352) 588-8603

*J.W.*  
 7-27-2009

CAMPUS STORE



University Campus  
McDonald Center  
Post Office Box 2480  
Saint Leo, FL 33574-2480  
Office: (352) 588.8341  
Toll Free (800)442.TEXT

## Command School IX June 2009

Bill to : Dade City Police Department  
Administrative Sergeant James E. Walters  
38042 Pasco Avenue  
Dade City, Florida 33525

Course:	Title:	Price	Total
CRM 301	(1) Publication Manual of APA / 9781557987914	27.95	27.95
	(1) Dubrin / Leadership / 9780547143965 / ITP	153.25	153.25
CRM 303	(1) Legal Aspects of Police Super/9781928916185/ITP	57.25	57.25
	(1) Walker/ Policing & Law / 9780130284358/PH	43.25	43.25
CRM 350	(1) Pollock/Ethical Dilemmas & Decision/ 9780495600336/ITP	83.00	83.00
CRM 419	(1) Miller/Human Relations & Police Work/9781577662365	23.95	23.95
	(1) Swanson/Police Administration/9780131589339/PH	111.25	111.25
		<b>TOTAL:</b>	<b>\$ 499.90</b>

J.W.  
7-27-2009

ref: DCPD 09-7712  
PK # 5547

Please provide tax exempt number for the purchase of textbooks for Command School IX.  
If no tax exempt number, please add 7% sales tax to total.

[www.saintleo.edu](http://www.saintleo.edu)

University Campus - Saint Leo, Florida; North Florida - Gainesville Center, Lake City Center, Mayport Center, Ocala Center, Palatka Center;  
South Central Florida - MacDill Center, Sabal Park Center, St. Petersburg Center; South Florida - Key West Center; South Carolina - Shaw Center;  
Georgia - Atlanta Center, Savannah Center; Southeastern Texas - Naval Station Ingleside Center; Virginia North - Fort Lee Center, Virginia  
Tidewater - Fort Eustis Center, South Hampton Roads Center, Langley Center