C I T Y O F F O R T P I E R C E

CITY COMMISSION AMENDED AGENDA

Special Meeting - Monday, September 11, 2023 - 5:05 p.m.
City Hall - City Commission Chambers, 100 North U.S. #1, Fort Pierce, Florida

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **COMMENTS FROM THE PUBLIC**

   Any person who wishes to comment on any subject may be heard at this time. Please limit your comments to three (3) minutes or less, as directed by the Mayor, as this section of the Agenda is limited to fifteen minutes. The City Commission will not be able to take any official actions under Comments from the Public. Speakers will address the Mayor, Commissioners, and the Public with respect. Inappropriate language will not be tolerated.

5. **CITY COMMISSION**

   a. Resolution 23-R50 authorizing the Director of Finance to serve as the Chef Elected Official's Designee for reporting purposes to the Florida Housing Finance Corporation.

6. **PUBLIC HEARINGS**

   a. Ordinance 23-049 levying and collecting taxes for Fiscal Year beginning October 1, 2023 and ending September 30, 2024, adopting final millage rate. FIRST READING

   b. Ordinance 23-050 Adopting a Final Budget for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024. FIRST READING

7. **CITY ATTORNEY INTERVIEWS**

a. John J. Anastasio

b. Rhonda Montoya Hasan

c. Sara K. Hedges

d. Iola Thomas Mosley

8. **DISCUSSION AND SELECTION OF CITY ATTORNEY**

9. **ADJOURNMENT**

Any person seeking to appeal any decision by the City Commission with respect to any matter considered at this meeting is advised that a record of proceedings is required in any such appeal and that such person may need to insure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.
In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (772) 467-3065 at least 48 hours prior to the meeting.

City Commission Special Meeting 5:05 p.m.

Meeting Date: 09/11/2023

Re:

Information

SUBJECT:

Resolution 23-R50 authorizing the Director of Finance to serve as the Chef Elected Official's Designee for reporting purposes to the Florida Housing Finance Corporation.

Attachments

23-R50

Form Review

Form Started By: Linda Cox Started On: 09/08/2023 11:48 AM

Final Approval Date: 09/08/2023

RESOLUTION NO. 23-R50

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF FORT PIERCE, FLORIDA **AUTHORIZING THE DIRECTOR OF FINANCE TO SERVE AS THE CHIEF ELECTED OFFICIAL'S DESIGNEE** FOR REPORTING PURPOSES TO THE FLORIDA HOUSING FINANCE CORPORATION; PROVIDING FOR A SEVERABILITY CLAUSE; REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Fort Pierce participates annually with the State Housing Initiatives Partnerships (SHIP) Program; and

WHEREAS, pursuant to Section 420.9075(10), Florida Statutes, the SHIP Program requires an Annuel Report and Local Housing Incentives Certification be executed and filed by the Chief Elected Official or their Designee with the Florida Housing Finance Corporation; and

WHEREAS, it is desired to designate the Director of Finance for the City of Fort Pierce as such Designee.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Fort Pierce, Florida;

SECTION 1. The Director of Finance for the City of Fort Pierce is hereby authorized to serve as the Chief Elected Official's Designee under the SHIP Program, as permitted by Section 420.9075(10), Florida Statutes, to execute and file the Annual Report and Local Housing Incentives Certification with the Florida Housing Finance Corporation.

SECTION 2. The provisions of this Resolution are declared to be severable and if any section, sentence, clause, or phrase of this Resolution shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Resolution, which shall remain in effect, it being the legislative intent that this Resolution shall stand notwithstanding the invalidity of any part.

SECTION 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

SECTION 4. This Resolution shall be effective immediately upon adoption by the City Commission.

IN WITNESS HEREWITH, we hereunto set our hands and affix the Official Seal of the City of Fort Pierce, Florida, this 11th day of September, 2023

_____
Linda Hudson, Mayor

ATTEST:

_____
Linda W. Cox, City Clerk

(SEAL)

Approved as to Form
And Correctness:

_____
Sara Hedges
Interim City Attorney

City Commission Special Meeting 5:05 p.m.

Meeting Date: 09/11/2023

Re: Ordinance 23-049

Submitted For: Johnna Morris, Finance Director, Finance Department

Information

SUBJECT:

Ordinance 23-049 levying and collecting taxes for Fiscal Year beginning October 1, 2023 and ending September 30, 2024, adopting final millage rate. FIRST READING

Attachments

23-049

Form Review

Inbox	Reviewed By	Date
Finance Department	Johnna Morris	08/08/2023 03:32 PM

Form Started By: Junelly Jimenez-Sabastiano
Started On: 08/08/2023 03:03 PM
Final Approval Date: 08/08/2023

ORDINANCE NO. 23-049

AN ORDINANCE OF THE CITY OF FORT PIERCE, FLORIDA; PROVIDING FOR THE **LEVYING AND COLLECTING OF TAXES FOR THE CITY OF FORT PIERCE, FLORIDA, FOR FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024**, FOR THE PURPOSE OF RAISING SUCH AMOUNT AS MAY BE NECESSARY TO CARRY ON THE GOVERNMENT OF SAID CITY DURING SAID FISCAL YEAR AND TO PAY FUNDS SO COLLECTED INTO THE ACCOUNTS PROVIDED THEREFOR; **ADOPTING THE CITY OF FORT PIERCE 2023-24 FISCAL YEAR FINAL MILLAGE RATE**; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FORT PIERCE, FLORIDA:

SECTION 1. The final millage rate of the City of Fort Pierce, Florida, for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 is hereby levied at the rate of 6.9000 per thousand-dollar valuation for general City purposes; said rate being in excess of the roll-back rate by 10.85%.

SECTION 2. The City Commission of the City of Fort Pierce, Florida hereby levies a tax of 6.9000 per thousand-dollar valuation on all real and personal property within the corporate limits of said City, subject to tax on the first day of January 2023, provided however that such 6.9000 shall not be levied upon property in the City of Fort Pierce exempt under state statute or federal constitution.

SECTION 3. That the City Manager is hereby instructed and directed to certify to the St. Lucie County Property Appraiser the above and forgoing enumerated Millage to be levied for all purposes, for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 in the said City of Fort Pierce, Florida, pursuant to the provision of the laws of the State of Florida and the Charter of the City of Fort Pierce.

SECTION 4. This ordinance shall be and become effective October 1, 2023.

APPROVED AS TO FORM & CORRECTNESS:

_____
Sara Hedges, Esq.
Interim City Attorney

STATE OF FLORIDA

COUNTY OF ST. LUCIE

WE, THE UNDERSIGNED, Mayor Commissioner and the City Clerk of the City of Fort Pierce, Florida, do hereby certify that the foregoing and above Ordinance No. 23-049 was duly advertised by title only in the St. Lucie News Tribune on September 1, 2023; copy of said ordinance was made available at the office of the City Clerk to the public upon request; said ordinance was duly introduced, read by title only, and passed on first reading by the City Commission of the City of Fort Pierce, Florida, on September 11, 2023; and was duly introduced, read by title only, and passed on second and final reading on September 18, 2023, by the City Commission of the City of Fort Pierce, Florida.

IN WITNESS HEREWITH, we hereunto set our hands and affix the Official Seal of the City of Fort Pierce, Florida, this the 18th day of September, 2023.

_____
Linda Hudson,
Mayor Commissioner

ATTEST:

_____
Linda W. Cox, City Clerk

(City Seal)

City Commission Special Meeting 5:05 p.m.

Meeting Date: 09/11/2023

Re: Ordinance 23-050 Adopting a Final Budget for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024. FIRST READING

Submitted For: Johnna Morris, Finance Director, Finance Department

Information

SUBJECT:

Ordinance 23-050 Adopting a Final Budget for Fiscal Year 2024, beginning October 1, 2023 and ending September 30, 2024. FIRST READING

Attachments

23-050

Budget Document

Form Review

Inbox	Reviewed By	Date
Finance Department	Johnna Morris	08/08/2023 03:32 PM

Form Started By: Junelly Jimenez-Sabastiano
Started On: 08/08/2023 03:21 PM
Final Approval Date: 08/08/2023

ORDINANCE NO. 23-050

AN ORDINANCE OF THE CITY OF FORT PIERCE, FLORIDA; **ADOPTING A FINAL BUDGET FOR THE CITY OF FORT PIERCE, FLORIDA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023, AND ENDING SEPTEMBER 30, 2024;** AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF FORT PIERCE, FLORIDA:

SECTION 1. The City Commission of Fort Pierce, Florida after having held a public hearing, hereby adopts as its final budget for the operation of the government of said City for the fiscal year beginning October 1, 2023, and ending September 30, 2024, the estimates made by the City Manager of said City presented to the City Commission on September 11, 2023, which detailed amended estimates are now on file with the City Clerk and the Director of Finance.

SECTION 2. That it shall be the duty of the City Manager to set up the aforesaid appropriation of revenues and expenses on the account records of said City, to keep such accounts thereof, as required by the Charter of said City, as may be directed from time to time by the City Commission.

SECTION 3. This ordinance shall be and become effective October 1, 2023.

APPROVED AS TO FORM & CORRECTNESS:

_____
Sara Hedges, Esq.
Interim -City Attorney

STATE OF FLORIDA
COUNTY OF ST. LUCIE

WE, THE UNDERSIGNED, Mayor Commissioner and the City Clerk of the City of Fort Pierce, Florida, do hereby certify that the foregoing and above Ordinance No. 23-050 was duly advertised by title only in the St. Lucie News Tribune on September 1, 2023; copy of said ordinance was made available at the office of the City Clerk to the public upon request; said ordinance was duly introduced, read by title only, and passed on first reading by the City Commission of the City of Fort Pierce, Florida, on September 11, 2023; and was duly introduced, read by title only, and passed on second and final reading on September 18, 2023, by the City Commission of the City of Fort Pierce, Florida.

IN WITNESS HEREWITH, we hereunto set our hands and affix the Official Seal of the City of Fort Pierce, Florida, this the 18th day of September, 2023.

_____
Linda Hudson, Mayor Commissioner

ATTEST:

_____
Linda W. Cox, City Clerk

(City Seal)

THE SUNRISE CITY

FORT PIERCE

Florida



FY 2023/2024

PROPOSED OPERATING BUDGET

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - REVENUE DETAIL

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Taxes					
311 10	Current Ad Valorem	$ 18,005,932	$ 19,465,729	$ 23,225,539	$ 27,202,717
311 15	Ad Valorem Adjustment Amount	0	0	(1,161,277)	(1,360,136)
311 20	Delinquent Ad Valorem	54,402	24,513	50,000	40,000
312 31	Local Option Gas Tax	1,297,480	1,378,053	1,350,000	1,380,000
312 32	New Local Option Gas Tax	894,899	964,681	950,000	975,000
314 10	Public Service Electricity	2,479,292	2,565,567	2,550,000	2,650,000
314 11	Electricity FPL	443,226	464,395	450,000	475,000
314 20	Telecommunications Tax	1,265,712	1,279,478	1,275,000	1,285,000
314 30	Public Service Water	373,638	383,573	375,000	375,000
319 10	Misc. Taxes	853	923	900	900
	Total Taxes	$ 24,815,435	$ 26,526,912	$ 29,065,162	$ 33,023,481
Licenses and Permits					
321 20	Business Tax Receipts	$ 324,773	$ 294,465	$ 341,000	$ 325,000
323 10	Planning & Zoning Fees	292,435	397,272	150,000	250,000
323 30	Amendments	54,379	52,849	25,000	45,000
323 60	Sign Fees	6,790	5,455	6,500	6,500
323 90	Miscellaneous	132,065	132,130	75,000	130,000
329 10	Animal Licenses	12,590	12,282	10,000	12,000
329 20	Lot Clearing Permits	2,337	5,231	1,000	2,500
329 92	Vendor Permit/Application Fees	600	350	600	400
329 93	Vendor Permit Fees	612	300	600	400
329 99	Other Licenses/Permits	16,732	16,803	10,000	15,000
	Total Licenses and Permits	$ 843,313	$ 917,137	$ 619,700	$ 786,800
Intergovernmental Revenues					
331 50	Disaster Relief/Federal	$ 22,177	$ 71,819	$ 0	$ 0
334 20	Public Safetey, Transportation, other Ste	36,839	681,246	0	0
334 50	Disaster Relief/State	0	11,970	0	0
334 51	American Rescue Plan	0	0	500,000	1,000,000
335 12	State Revenue Sharing	1,636,818	2,102,740	1,675,000	2,000,000
335 13	Half Cent Sales Tax	2,348,920	2,722,204	2,350,000	2,600,000

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - REVENUE DETAIL

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Intergovernmental Revenues contd.					
335 14	Mobile Home License	57,032	63,333	50,000	55,000
335 15	Beverage License	46,081	53,767	55,000	55,000
335 16	Infrastructure Sales Tax	2,171,741	2,644,418	2,300,000	2,650,000
335 22	Casualty Premium Tax	435,343	453,086	445,000	455,000
335 41	Fuel Tax Refund	47,532	50,498	50,000	50,000
338 20	County Shared Occup. License	58,310	56,039	60,000	55,000
339 10	Payments in Lieu of Tax-Hsg Auth	29,961	33,706	34,000	34,000
	Total Intergovernmental Rev.	$ 6,890,754	$ 8,944,827	$ 7,519,000	$ 8,954,000
Charges for Services					
341 30	Sale Maps and Publications	$ 0	$ 50	$ 50	$ 50
341 40	Certified Copying & Rec Search	62,044	69,600	55,000	55,000
341 41	Reproduction-City Hall	9,354	9,056	9,500	9,500
341 42	Application Fee	23,077	23,291	20,000	20,000
341 90	Investigative Surcharge	39,173	25,129	30,000	30,000
341 91	Jury Duty and Fees	0	640	100	100
341 92	Qualifying Fees	765	1,065	0	0
343 91	Lot Clearing-Admin. Charge	13,906	22,418	15,000	15,000
343 92	Rotation Towing-Admin. Charge	28,844	31,750	30,000	30,000
344 50	Parking Fines	38,534	102,583	55,000	75,000
344 51	Traffic Fines	33,269	31,193	35,000	32,000
345 90	Vacation Rental	2,343	148,557	100,000	75,000
347 40	Community Center/Bus. Social	75,330	106,848	75,000	100,000
347 42	Comm. Center Special Events	20,302	28,949	25,000	30,000
347 44	Comm. Center Rental Fees	28,813	28,170	30,000	30,000
347 48	Comm. Center Events	15,925	15,065	15,000	15,000
347 49	Comm. Center Insurance & Other	4,741	11,600	7,500	7,500
347 92	Youth Activity Funds	66,216	90,922	70,000	70,000
	Total Charges for Services	$ 462,635	$ 746,885	$ 572,150	$ 594,150
Fines and Forfeitures					
351 10	Court Fines	$ 1,114	$ 2,442	$ 2,500	$ 2,500
351 30	Police Education	6,057	5,485	6,000	6,000
354 10	Alarm Permit Violations	126,695	151,675	120,000	140,000

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - REVENUE DETAIL

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Fines and Forfeitures contd.					
354 20	License Penalties	8,725	5,847	9,000	9,000
354 30	Animal Control	7,859	8,716	6,500	7,500
354 50	Property Code Violations	97,010	68,318	100,000	100,000
	Total Fines & Forfeitures	$ 247,460	$ 242,484	$ 244,000	$ 265,000
Miscellaneous Revenues					
361 10	Interest on Investments	$ 28,324	$ 1,252	$ 15,000	$ 15,000
361 33	Other Interest Earnings	3,463	1,386	3,500	3,500
362 13	Rent - Little Jim	26,599	27,882	26,831	28,000
362 14	Rent - Old City Hall/Sunrise Center	22,500	42,716	0	45,000
362 15	Misc. Rental	1,545	3,310	3,000	3,000
363 10	Liens	79,039	75,439	75,000	75,000
363 30	Demolition Liens	0	15,546	0	0
363 40	Lot Clearing	29,768	57,352	40,000	40,000
363 50	Interest on Assessments	28	55	75	75
363 60	Emergency Repair Liens	13,430	3,347	6,000	6,000
364 41	Sale of Surplus Equipment	47,653	37,142	30,000	30,000
365 10	Sale of Scrap	0	0	0	0
366 90	Other Contributions/Donations	18,740	8,846	500	500
367 00	Gain/Loss on Sale of Investments	422	(5039)	0	0
369 31	Reimbursement of Expenditures	297,493	469,296	275,000	275,000
369 32	Purchasing Card Rebate	45,551	39,885	50,000	50,000
369 34	Wellness Program	30,000	20,000	1,700	1,700
	Reimbursement Contractual Services				
369 43	Community Dev. Block Grant	96,095	0	0	0
369 45	Stormwater	323,173	383,043	700,000	700,000
369 46	Golf Course	33,000	33,000	33,000	33,000
369 47	Sunrise Theatre	33,000	33,000	33,000	33,000
369 49	Accidents	0	0	0	0
369 50	Other Misc Revenues	2,696	19,967	3,000	3,000

GENERAL FUND - REVENUE DETAIL

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Miscellaneous Revenues contd.					
	Administrative Reimbursement				
369 51	Ft. Pierce Redevelopment Agcy	145,000	175,000	175,000	175,000
369 52	Marina	45,000	48,750	45,000	45,000
369 53	Solid Waste	80,000	80,000	80,000	80,000
369 55	Retirement & Benefit System	165,000	180,000	189,000	207,900
369 59	Police Department/Detail Work	5,588	94,792	70,000	70,000
369 61	Building Department	275,000	275,000	300,000	300,000
	Other Miscellaneous Reimbursements				
369 57	St. Lucie County	107,088	15,752	80,000	147,000
369 60	State of Florida	513,164	529,227	550,000	560,000
369 71	Keep Ft. Pierce Beautiful	15,000	0	15,000	15,000
369 85	Settlement of Claims	68,176	77,623	50,000	50,000
369 90	Other Misc. Revenues	9,173	65,987	10,000	10,000
	Total Miscellaneous Revenues	$ 2,559,865	$ 2,809,556	$ 2,859,606	$ 3,001,675
Interfund Transfers					
381 23	Special Revenue Fund	$ 0	$ 0	$ 0	$ 0
381 89	Restricted Fund	132,073	2,830,767	626,000	250,000
381 91	FPRA	3,236,684	3,318,097	3,845,404	3,852,365
381 94	Solid Waste	0	80,000	38,055	0
381 95	Building	7,364	7,331	4,455	0
	Total Interfund Transfers	$ 3,376,121	$ 6,236,195	$ 4,513,914	$ 4,102,365
Contribution from Enterprise Funds					
382 10	Electricity	$ 4,108,062	$ 4,146,534	$ 4,138,584	$ 4,784,328
382 20	Water	1,143,515	1,166,328	1,210,206	1,657,800
382 30	Gas	252,956	283,326	293,910	343,176
382 40	Sewer	815,402	851,580	873,264	1,195,164
382 41	UA Other	22,510	76,640	3,150	4,500
382 50	Solid Waste Transfer	511,100	930,713	825,000	500,000
382 55	Golf Course Transfer	0	0	0	0
382 60	Marina Transfer	250,000	250,000	275,000	275,000
	Total Contribution from Enterprise	$ 7,103,545	$ 7,705,121	$ 7,619,114	$ 8,759,968

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - REVENUE DETAIL

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Installment Purchases					
383 00	Loan Proceeds	$ 0	$ 0	$ 0	$ 0
383 10	Capital Lease Proceeds	0	0	0	0
	Total Installment Purchases	$ 0	$ 0	$ 0	$ 0
	Total Revenue	$ 46,299,129	$ 54,129,117	$ 53,012,646	$ 59,487,439
	Appropriated Fund Balance	0	0	0	0
	Restricted Revenue	(400,000)	(400,000)	(600,000)	(600,000)
	Unrestricted Fund Balance	(680,025)	(1,626,067)	0	0
TOTAL GENERAL FUND RESOURCES		**$ 45,219,104**	**$ 52,103,050**	**$ 52,412,646**	**$ 58,887,439**

Budget for Fiscal Year 2023/24

PERSONNEL SERVICES COST BY DEPARTMENT/DIVISION

	Department/Division	2023 Funded Positions	2024 Funded Positions	Salaries	Overtime	FICA	Retirement	Life/Health Insurance	Dental Insurance	Workers' Comp	Total
General Fund											
10 00	City Commission	5	5	$165,360	$0	$14,716	$21,915	$59,384	$1,788	$248	$263,410
13 00	City Manager	7	7	657,633	0	50,722	81,712	86,241	3,950	986	881,245
14 00	City Attorney	5	5	530,837	0	41,022	93,215	57,710	2,761	637	726,183
16 00	City Clerk	5	5	325,645	0	25,325	57,183	54,524	2,752	488	465,917
22 00	Human Resources	5	5	338,321	0	26,295	43,072	54,524	2,337	507	465,056
24 00	Finance	11	11	849,618	6,000	65,868	127,608	123,367	6,109	1,284	1,179,854
25 00	Information Technology	12	13	1,000,592	15,000	78,106	178,338	171,833	7,971	1,525	1,453,364
26 00	Purchasing	4	4	259,380	0	19,843	35,518	29,277	1,145	389	345,552
29 01	Planning	7	7	533,302	0	41,211	93,648	80,357	3,312	800	752,629
29 03	Code Enforcement	15	14	738,398	10,000	57,666	131,419	143,640	5,808	17,534	1,104,464
30 00	Police (Combined)	166	174	11,483,853	600,000	924,119	1,890,724	2,020,566	87,475	333,788	17,340,525
40 00	Public Works (Combined)	66	66	3,219,346	75,076	252,023	500,741	724,321	33,452	146,978	4,951,937
44 00	Engineering	9	10	851,243	5,000	66,329	92,324	132,375	5,503	16,720	1,169,494
45 04	Leisure Services	6	6	258,028	0	19,739	45,310	44,558	1,737	3,116	372,487
60 00	Administrative	0	0	0	0	0	0	100,800	0	0	100,800
	General Fund Total	**323**	**332**	**$21,211,557**	**$711,076**	**$1,682,982**	**$3,392,726**	**$3,883,477**	**$166,099**	**$525,001**	**$31,572,919**
Enterprise & Special Revenue Funds											
29 02	Building Inspections	29	29	1,768,112	5,000	136,056	311,358	312,576	13,154	33,805	2,580,061
30 05	Police Grants	10	4	245,329	5,000	19,150	28,828	34,929	1,145	2,942	337,322
30 07	Police Grants/FPRA	5	5	296,650	5,000	23,076	51,069	43,554	2,758	9,381	431,488
40 07	Animal Shelter	14	12	394,538	0	30,182	69,281	97,461	3,796	4,933	600,191
41 00	Marina	8	11	586,910	5,000	45,694	94,628	106,993	4,181	12,835	856,240
42 00	Solid Waste	39	43	2,311,140	50,000	180,325	345,162	470,525	20,475	85,718	3,463,345
45 00	Golf Course	4	4	275,601	0	21,083	48,396	43,456	1,788	4,024	394,348
46 00	Sunrise Theatre	4	5	367,327	5,000	28,896	65,381	66,481	2,759	5,436	541,281
90 00	CDBG	5	5	309,315	0	23,701	54,403	29,375	1,145	465	418,404
94 00	FPRA	0	0	0	0	0	0	0	0	0	0
	Enterprise Funds Total	**118**	**118**	**6,554,921**	**75,000**	**508,164**	**1,068,507**	**1,205,351**	**51,199**	**159,539**	**9,622,681**
	TOTAL ALL FUNDS	**441**	**450**	**$27,766,478**	**$786,076**	**$2,191,147**	**$4,461,233**	**$5,088,828**	**$217,298**	**$684,540**	**$41,195,600**

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - SUMMARY OF EXPENDITURES BY DEPARTMENT

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
City Commission					
10 00	Personnel Services	$ 208,280	$ 211,213	$ 226,093	$ 263,410
	Operating Expense	39,816	42,728	56,304	56,304
	Capital Outlay	1,029	2,537	0	0
		$ 249,125	$ 256,478	$ 282,397	$ 319,714
City Manager					
13 00	Personnel Services	$ 841,556	$ 912,906	$ 844,173	$ 881,245
	Operating Expense	63,166	40,226	60,975	61,500
	Capital Outlay	519	0	0	0
		$ 905,241	$ 953,132	$ 905,148	$ 942,745
City Attorney					
14 00	Personnel Services	$ 407,776	$ 441,311	$ 645,490	$ 726,183
	Operating Expense	211,804	71,444	155,000	132,600
	Capital Outlay	0	665	0	0
		$ 619,580	$ 513,420	$ 800,490	$ 858,783
City Clerk					
16 00	Personnel Services	$ 257,089	$ 355,002	$ 422,667	$ 465,917
	Operating Expense	69,006	88,377	34,015	44,890
	Capital Outlay	0	0	0	0
		$ 326,095	$ 443,379	$ 456,682	$ 510,807

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - SUMMARY OF EXPENDITURES BY DEPARTMENT

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Human Resources					
22 00	Personnel Services	$ 399,405	$ 465,921	$ 547,898	$ 465,056
	Operating Expense	70,118	62,651	83,275	83,350
	Capital Outlay	3,882	574	0	0
		$ 473,404	$ 529,146	$ 631,173	$ 548,406
Finance					
24 00	Personnel Services	$ 883,035	$ 914,524	$ 1,115,294	$ 1,179,854
	Operating Expense	39,495	91,629	51,700	63,400
	Capital Outlay	0	6,950	0	0
		$ 922,530	$ 1,013,103	$ 1,166,994	$ 1,243,254
Information Technology					
25 00	Personnel Services	$ 718,228	$ 806,289	$ 1,171,616	$ 1,453,364
	Operating Expense	658,319	934,373	940,875	1,204,875
	Capital Outlay	4,639	6,440	0	5,000
		$ 1,381,187	$ 1,747,102	$ 2,112,491	$ 2,663,239
Purchasing					
26 00	Personnel Services	$ 299,900	$ 320,001	$ 346,035	$ 345,552
	Operating Expense	16,320	13,614	30,315	30,550
	Capital Outlay	0	0	0	0
		$ 316,220	$ 333,615	$ 376,350	$ 376,102
Planning					
29 01	Personnel Services	$ 545,431	$ 513,879	$ 711,614	$ 752,629
	Operating Expense	48,662	94,271	85,900	112,900
	Capital Outlay	0	0	0	2,500
		$ 594,093	$ 608,150	$ 797,514	$ 868,029

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - SUMMARY OF EXPENDITURES BY DEPARTMENT

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Community Response/Code Enforcement					
29 03	Personnel Services	$ 826,185	$ 914,760	$ 1,053,496	$ 1,104,464
	Operating Expense	439,368	646,581	973,835	441,400
	Capital Outlay	4,829	16,665	0	0
		$ 1,270,383	$ 1,578,006	$ 2,027,331	$ 1,545,864
Police					
Combined	Personnel Services	$ 13,553,989	$ 14,550,659	$ 15,496,810	$ 17,340,525
	Operating Expense	1,555,415	3,012,975	1,492,000	1,802,750
	Capital Outlay	133,439	1,414,131	0	0
		$ 15,242,844	$ 18,977,765	$ 16,988,810	$ 19,143,275
Public Works/Director					
40 02	Personnel Services	$ 61,155	$ 65,023	$ 69,395	$ 76,021
	Operating Expense	85,175	91,096	71,960	91,160
	Capital Outlay	0	553	0	0
		$ 146,330	$ 156,672	$ 141,355	$ 167,181
Public Works/Fleet Maintenance					
40 03	Personnel Services	$ 551,408	$ 683,300	$ 791,953	$ 854,915
	Operating Expense	35,249	66,431	34,600	42,350
	Capital Outlay	1,437	0	0	0
		$ 588,094	$ 749,731	$ 826,553	$ 897,265
Public Works/Facilities Maintenance					
40 04	Personnel Services	$ 547,418	$ 804,552	$ 846,970	$ 900,470
	Operating Expense	457,816	639,096	405,500	532,500
	Capital Outlay	12,240	25,471	0	0
		$ 1,017,474	$ 1,469,119	$ 1,252,470	$ 1,432,970

GENERAL FUND - SUMMARY OF EXPENDITURES BY DEPARTMENT

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Public Works/Parks & Grounds					
40 05	Personnel Services	$ 1,546,522	$ 1,710,278	$ 1,720,638	$ 1,743,876
	Operating Expense	876,793	1,104,788	810,500	926,500
	Capital Outlay	0	0	0	0
		$ 2,423,315	$ 2,815,066	$ 2,531,138	$ 2,670,376
Public Works/Streets & Drainage					
40 06	Personnel Services	$ 1,069,036	$ 1,193,772	$ 1,334,409	$ 1,376,655
	Operating Expense	965,102	1,215,722	1,088,350	1,240,000
	Capital Outlay	0	0	0	0
		$ 2,034,138	$ 2,409,494	$ 2,422,759	$ 2,616,655
Engineering					
44 00	Personnel Services	$ 862,988	$ 902,980	$ 1,144,974	$ 1,169,494
	Operating Expense	404,929	339,250	499,750	538,570
	Capital Outlay	0	0	0	0
		$ 1,267,917	$ 1,242,230	$ 1,644,724	$ 1,708,064
Riverwalk Center					
45 04	Personnel Services	$ 185,911	$ 210,404	$ 324,244	$ 372,487
	Operating Expense	148,302	298,076	186,850	253,850
	Capital Outlay	0	0	0	0
		$ 334,213	$ 508,480	$ 511,094	$ 626,337

Proposed Budget for Fiscal Year 2023/24

GENERAL FUND - SUMMARY OF EXPENDITURES BY DEPARTMENT

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Administrative					
60 00	Personnel Services	$ 651,093	$ 656,037	$ 545,800	$ 555,800
	Operating Expense	5,704,034	6,257,819	7,157,889	9,109,527
	Capital Outlay	3,373,320	2,784,693	2,825,000	3,975,000
	Grants and Aid	188,021	315,183	343,000	448,000
	Non-Oper. Transfer	5,190,454	5,785,229	5,665,485	5,660,044
		$ 15,106,922	$ 15,798,961	$ 16,537,174	$ 19,748,371
All Departments					
	Personnel Services	$ 24,416,405	$ 26,632,812	$ 29,359,568	$ 32,027,919
	Operating Expense	11,888,890	15,111,146	14,219,593	16,768,976
	Capital Outlay	3,535,334	4,258,679	2,825,000	3,982,500
	Grants and Aid	188,021	315,183	343,000	448,000
	Non-Oper. Transfer	5,190,454	5,785,229	5,665,485	5,660,044
TOTAL GENERAL FUND EXPENDITURES		**$ 45,219,104**	**$ 52,103,050**	**$ 52,412,646**	**$ 58,887,439**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: City Commission
Fund/Division Number: 1000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level					
	Mayor/Commissioner	1	1	1	1
	Commissioners	4	4	4	4
	Total Budgeted Staffing Level	5	5	5	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages-Mayor	$ 35,075	$ 36,301	$ 36,301	$ 40,560
1010	Salaries and Wages-Commissioners	103,676	103,499	111,259	124,800
1030	Accrued Compensation	0	0	0	0
2010	FICA	11,802	11,506	13,354	14,716
2020	Retirement Contributions	17,354	17,756	19,059	21,915
2030	Life & Health Insurance	38,292	39,801	44,104	59,384
2035	Dental Insurance	1,818	2,022	1,780	1,788
2040	Workers' Compensation	262	329	236	248
	Total Personnel Services	$ 208,280	$ 211,213	$ 226,093	$ 263,410
Operating Expense					
4010	Car Allowance	$ 20,300	$ 19,950	$ 27,000	$ 27,000
4030	Conferences	5,155	9,848	15,000	15,000
4110	Communications	9,176	7,739	9,000	9,000
4120	Freight and Postage	257	26	100	100
4675	Software Maintenance	48	0	0	0
4710	Reproduction	0	0	59	59
4810	Advertising	0	0	1,695	1,695
4990	Miscellaneous Expense	237	939	1,500	1,500
5110	Office Supplies	3,799	1,520	500	500
5150	Miscellaneous Equipment	0	214	0	0
5250	Uniforms	370	721	750	750
5410	Books, Pubs, Subscriptions & Mbrshp	475	1,771	700	700
	Total Operating Expense	$ 39,816	$ 42,728	$ 56,304	$ 56,304
Capital Outlay					
6410	Office Equipment & Machinery	$ 1,029	$ 2,537	$ 0	$ 0
	Total Capital Outlay	$ 1,029	$ 2,537	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 249,125**	**$ 256,478**	**$ 282,397**	**$ 319,714**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: City Manager
Fund/Division Number: 1300	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
City Manager	1	1	1	1
Executive Assist/City Manager	1	1	1	1
Economic Development Manager	1	1	1	1
Special Projects Coordinator	1	1	1	1
Redevelopment Specialist	0	0	2	2
Redevelopment Assistant	0	0	0	1
Administrative Assistant	1	1	1	0
Communication & Marketing Manager	1	1	0	0
Risk Management Admin. Specialist	1	1	0	0
Risk Manager	1	1	0	0
Marketing Specialist	1	1	0	0
Total Budgeted Staffing Level	9	9	7	7

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 593,017	$ 616,840	$ 589,162	$ 650,133
1030	Accrued Compensation	9,531	41,856	7,500	7,500
1040	Overtime	0	1,193	0	0
2010	FICA Taxes	43,340	47,318	45,943	50,722
2020	Retirement Contributions	101,030	109,653	101,951	81,712
2030	Life & Health Insurance	88,838	89,944	94,217	86,241
2035	Dental Insurance	4,682	4,765	4,447	3,950
2040	Workers' Compensation	1,117	1,337	952	986
	Total Personnel Services	$ 841,556	$ 912,906	$ 844,173	$ 881,245
Operating Expense					
3495	Temporary Employee Services	$ 718	$ 0	$ 0	$ 0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel and Education	7,875	7,206	10,000	10,000
4030	Conferences	0	0	0	0
4110	Communications	13,123	10,914	9,500	11,000
4120	Freight and Postage	833	339	600	600
4410	Equipment Rental	3,319	3,289	5,000	5,000
4420	Vehicle	0	0	0	0
4650	Repairs & Maint. Service/Vehicle	0	0	0	0
4651	Vehicle Parts	124	117	200	250
4660	Equipment Maintenance	0	0	500	500

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	City Manager		
Fund/Division Number: 1300		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4675	Software Maintenance	441	0	2,500	2,500
4720	Outside Printing	63	821	4,700	3,000
4810	Advertising	19,619	2,760	5,000	5,000
4990	Miscellaneous Expense	2,774	2,654	5,500	5,500
4990	Misc. Expense/Special Events	0	0	0	0
5110	Office Supplies	2,770	2,791	5,000	5,000
5120	EDP Supplies	160	0	0	0
5150	Misc. Equipment Expense	702	200	0	0
5210	Gas & Oil	97	506	875	950
5250	Uniforms	663	677	700	800
5410	Books, Pubs, Subscriptions & Mbrshp	5,687	3,751	5,500	6,000
	Total Operating Expense	$ 63,166	$ 40,226	$ 60,975	$ 61,500
Capital Outlay					
6410	Office Equipment & Machinery	$ 519	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 519	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 905,241**	**$ 953,132**	**$ 905,148**	**$ 942,745**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		**Department:**	**City Attorney**	
Fund/Division Number: 1400		**Division:**		

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
City Attorney	1	1	1	1
Asst. City Attorney	2	1	1	1
Legal Secretary	1	1	1	1
Risk Manager	0	0	1	1
Risk Management Admin. Specialist	0	0	1	1
Total Budgeted Staffing Level	4	3	5	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 305,102	$ 324,082	$ 466,537	$ 528,837
1030	Accrued Compensation	2,417	0	2,000	2,000
2010	FICA Taxes	21,027	24,352	36,256	41,022
2020	Retirement Contributions	25,064	55,632	80,260	93,215
2026	Retirement Contributions/ICMA	11,060	0	0	0
2030	Life & Health Insurance	39,973	34,432	56,609	57,710
2035	Dental Insurance	2,632	2,255	3,145	2,761
2040	Workers' Compensation	501	558	682	637
	Total Personnel Services	$ 407,776	$ 441,311	$ 645,490	$ 726,183
Operating Expense					
3100	Professional Services	$ 0	$ 0	$ 0	$ 0
3120	Legal Fees	653	0	0	0
3121	Legal Fees-Civil Service/HR	0	0	0	0
3125	Trial Extra Ordinary Services	0	0	0	0
3135	Outside Labor Attorney	0	0	0	0
3136	Outside Attorney/Consultants	161,004	43,675	125,000	100,000
3490	Contractual Fees	20,359	343	0	0
3495	Temporary Employee Services	7	0	0	0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel & Education	2,181	3,252	2,500	2,500
4030	Conferences	2,448	2,084	2,500	3,500
4110	Communications	6,444	5,213	4,000	6,000
4120	Freight and Postage	19	75	500	100
4410	Equipment Rental	112	288	0	0

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	City Attorney		
Fund/Division Number: 1400		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4660	Equipment Maintenance	0	0	0	0
4675	Software Maintenance	0	0	0	0
4710	Reproduction	2,674	2,812	2,000	2,500
4720	Outside Printing	0	0	100	100
4810	Advertising	724	243	0	0
4990	Miscellaneous Expense	1,466	661	1,000	1,000
5110	Office Supplies	423	500	2,500	2,500
5120	EDP Supplies	56	0	500	0
5150	Miscellaneous Equipment	192	0	0	0
5410	Books,Pubs,Subscriptions & Mbrshp	8,843	8,097	9,000	9,000
	Total Operating Expense	$ 211,804	$ 71,444	$ 155,000	$ 132,600
Capital Outlay					
6410	Office Equipment & Machinery	$ 0	$ 665	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 665	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 619,580**	**$ 513,420**	**$ 800,490**	**$ 858,783**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		**Department:**	**City Clerk**
Fund/Division Number: 1600		**Division:**	

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
City Clerk	1	1	1	1
Deputy City Clerk/Permit Specialist	3	3	3	3
Records Management Coordinator	0	0	1	1
Total Budgeted Staffing Level	4	4	5	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 176,222	$ 251,285	$ 302,685	$ 323,145
1030	Accrued Compensation	2,196	2,571	2,500	2,500
1040	Overtie	0	0	0	0
2010	FICA Taxes	13,112	19,357	23,760	25,325
2020	Retirement Contributions	29,680	43,560	52,278	57,183
2030	Life & Health Insurance	33,561	35,682	39,004	54,524
2035	Dental Insurance	1,932	1,974	1,952	2,752
2040	Workers' Compensation	387	573	488	488
	Total Personnel Services	$ 257,089	$ 355,002	$ 422,667	$ 465,917
Operating Expense					
3480	Election Fees	$ 0	$ 32,360	$ 0	$ 500
3490	Contractual Fees	913	441	750	4,750
3495	Temporary Employee Svcs.	36,050	15,207	0	0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel and Education	1,950	5,636	6,000	6,000
4110	Communications	3,435	3,675	4,700	4,620
4120	Freight and Postage	3,255	3,178	3,000	3,000
4410	Equipment Rental	3,588	3,582	3,510	3,590
4660	Equipment Maintenance	0	0	0	0
4675	Software Maintenance	0	0	0	0
4710	Reproduction	35	0	500	500
4720	Outside Printing	597	0	400	400
4810	Advertising	1,476	995	475	1,350

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	City Clerk		
Fund/Division Number: 1600		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4960	Administrative Charges	9,875	11,780	6,000	12,000
4990	Miscellaneous Expenses	65	0	0	0
5110	Office Supplies	692	2,448	1,400	1,400
5120	EDP Supplies	957	39	1,000	500
5150	Misc. Equipment Expense	0	0	0	0
5410	Books,Pubs,Subscriptions & Mbrshp	1,920	4,834	880	880
	Total Operating Expense	$ 69,006	$ 88,377	$ 34,015	$ 44,890
Capital Outlay					
6410	Office Equip & Machinery	$ 0	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 326,095**	**$ 443,379**	**$ 456,682**	**$ 510,807**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Human Resources
Fund/Division Number: 2200	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Human Resources Manager	1	1	1	1
Human Resources Generalist	0	1	1	1
Human Resources Coordinator	1	1	1	1
Human Resources Technician	1	1	1	1
Switchboard Operator	1	1	1	1
Executive Assistant	1	0	0	0
Total Budgeted Staffing Level	5	5	5	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 277,148	$ 333,134	$ 384,934	$ 335,321
1030	Accrued Compensation	14,770	5,178	3,000	3,000
1040	Overtime	0	53	0	0
2010	FICA Taxes	21,985	25,303	30,090	26,295
2020	Retirement Contributions	36,872	45,117	53,254	43,072
2030	Life & Health Insurance	45,676	53,698	73,329	54,524
2035	Dental Insurance	2,396	2,771	2,670	2,337
2040	Workers' Compensation	557	667	621	507
	Total Personnel Services	$ 399,405	$ 465,921	$ 547,898	$ 465,056
Operating Expense					
3120	Legal Fees	$ 6,693	$ 0	$ 12,500	$ 12,500
3180	Medical Services	20,678	21,880	30,000	30,000
3190	Consultant Fees	0	1,708	5,000	5,000
3490	Misc. Contractual Fees	0	0	500	500
3495	Temporary Employee Svcs.	13,804	270	0	0
4010	Car Allowance	4,200	4,200	5,400	0
4020	Travel and Education	768	2,030	5,000	10,000
4110	Communications	3,851	2,827	5,000	5,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Human Resources		
Fund/Division Number: 2200		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4120	Freight and Postage	11	26	500	500
4410	Equipment Rental	4,143	6,960	4,000	4,000
4650	Vehicle Maintenance	0	0	0	0
4651	Vehicle Parts	10	0	0	0
4720	Outside Printing	833	1,488	1,000	100
4810	Advertising	0	0	500	500
4850	Service Awards	3,294	6,396	4,000	5,000
4990	Miscellaneous Expenses	1,437	4,695	1,000	2,000
5110	Office Supplies	5,849	4,368	2,000	3,000
5120	EDP Supplies	0	43	1,500	500
5150	Misc. Equipment Expense	127	0	900	500
5210	Gas & Oil	379	538	475	250
5410	Books,Pubs,Subscriptions & Mbrshp	4,041	5,222	4,000	4,000
	Total Operating Expense	$ 70,118	$ 62,651	$ 83,275	$ 83,350
Capital Outlay					
6410	Office Equip & Machinery	$ 3,882	$ 574	$ 0	$ 0
6420	Furniture & Furnishings	0	0	0	0
	Total Capital Outlay	$ 3,882	$ 574	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 473,404**	**$ 529,146**	**$ 631,173**	**$ 548,406**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Finance
Fund/Division Number: 2400	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Director of Finance	1	1	1	1
Chief Accountant	1	1	1	1
Accountant	1	1	1	1
Senior Accounting Analyst II	4	4	4	4
Payroll & Benefits Coordinator	1	1	1	1
Pension Analyst	1	1	1	1
Executive Assistant	1	1	1	1
Budget Analyst	0	0	1	1
Total Budgeted Staffing Level	10	10	11	11

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 613,807	$ 648,417	$ 774,400	$ 836,618
1030	Accrued Compensation	10,401	6,152	13,000	13,000
1040	Overtime	0	2,689	6,000	6,000
2010	FICA Taxes	45,193	48,742	60,649	65,868
2020	Retirement Contributions	98,826	104,228	125,739	127,608
2030	Life & Health Insurance	107,083	96,691	128,157	123,367
2035	Dental Insurance	6,582	6,156	6,089	6,109
2040	Workers' Compensation	1,143	1,450	1,260	1,284
	Total Personnel Services	$ 883,035	$ 914,524	$ 1,115,294	$ 1,179,854
Operating Expense					
3490	Misc. Contractual Fees	$ 3,183	$ 0	$ 0	$ 0
3495	Temporary Employee Svcs.	0	38,406	0	0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel and Education	925	11,128	10,000	13,000
4110	Communications	9,367	8,632	4,800	9,000
4120	Freight and Postage	2,689	2,327	3,000	3,000
4660	Equipment Maintenance	0	0	3,000	3,000
4675	Software Maintenance	0	0	0	0
4720	Outside Printing	464	997	1,500	1,500
4810	Advertising	1,298	2,079	2,000	2,000
4960	Administrative Charges	5,954	9,892	5,500	10,000
4990	Miscellaneous Expenses	3,050	3,136	5,000	5,000

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Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Finance		
Fund/Division Number: 2400		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense, contd.					
5110	Office Supplies	3,171	5,007	5,000	5,000
5120	EDP Supplies	2,659	3,955	5,000	5,000
5410	Books,Pubs,Subscriptions & Mbrshp	2,537	1,870	1,500	1,500
	Total Operating Expense	$ 39,495	$ 91,629	$ 51,700	$ 63,400
Capital Outlay					
6410	Office Equipment & Machinery	$ 0	$ 6,950	$ 0	$ 0
6420	Furniture & Furnishings	0	0	0	0
	Total Capital Outlay	$ 0	$ 6,950	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 922,530**	**$ 1,013,103**	**$ 1,166,994**	**$ 1,243,254**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Information Technology
Fund/Division Number: 2500	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Director of Administrative Services	0	0	0	1
GIS Division Manager	0	0	0	1
IT Communications Manager	0	0	0	1
GIS Analyst II	1	1	1	1
GIS Analyst I	0	1	1	1
Systems Analyst II	1	1	1	1
Systems Analyst I	0	1	2	2
ERP Business Systems Administrator	0	0	1	1
ERP Business Systems Analyst	2	1	1	1
IT Media Specialist	1	1	1	1
Network Administrator	0	0	1	1
Executive Assistant	0	0	0	1
IT Communications Specialist	1	1	1	0
Administrative Assistant	1	1	1	0
IT Director	0	1	1	0
IT Manager	1	0	0	0
Total Budgeted Staffing Level	8	9	12	13

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 456,004	$ 518,717	$ 790,152	$ 995,092
1030	Accrued Compensation	7,748	9,416	5,500	5,500
1040	Overtime	31,143	32,932	15,000	15,000
2010	FICA Taxes	36,144	40,790	62,428	78,106
2020	Retirement Contributions	82,884	95,960	138,865	178,338
2030	Life & Health Insurance	97,760	101,412	150,728	171,833
2035	Dental Insurance	5,719	5,808	7,647	7,971
2040	Workers' Compensation	825	1,254	1,297	1,525
	Total Personnel Services	$ 718,228	$ 806,289	$ 1,171,616	$ 1,453,364
Operating Expense					
3190	Consultant Fees	$ 41,781	$ 92,194	$ 60,000	$ 224,000
3490	Misc. Contractual Fees	6,498	0	1,000	1,000
3495	Temporaty Employee Services	0	5,600	0	0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel and Education	12,319	12,122	15,000	25,000
4110	Communications	26,721	18,233	30,000	30,000
4120	Freight and Postage	10	0	500	500
4410	Equipment Rental	0	270	20,000	20,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Information Technology			
Fund/Division Number: 2500		Division:				
			2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.						
4651	Vehicle Parts		3	0	0	0
4660	Equipment Maintenance		28	201	500	500
4670	Computer Maintenance		9,826	10,899	30,000	30,000
4675	Software Maintenance		543,713	752,289	750,000	840,000
4710	Reproduction		0	0	0	0
4720	Outside Printing		0	0	0	0
4810	Advertising		39	11,941	15,000	15,000
4990	Miscellaneous Expenses		3,808	2,813	1,500	1,500
5110	Office Supplies		1,125	2,624	1,200	1,200
5120	EDP Supplies		6,350	10,153	9,950	9,950
5150	Miscellaneous Equipment		1,047	9,795	0	0
5210	Gas & Oil		44	82	325	325
5410	Books,Pubs,Subscriptions & Mbrshp		808	958	500	500
	Total Operating Expense		$ 658,319	$ 934,373	$ 940,875	$ 1,204,875
Capital Outlay						
6410	Office Equip & Machinery		$ 4,639	$ 4,590	$ 0	$ 0
6420	Furniture & Furnishings		0	1,850	0	5,000
	Total Capital Outlay		$ 4,639	$ 6,440	$ 0	$ 5,000
	TOTAL APPROPRIATIONS		**$ 1,381,187**	**$ 1,747,102**	**$ 2,112,491**	**$ 2,663,239**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Purchasing
Fund/Division Number: 2600	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Purchasing Manager	1	1	1	1
Purchasing Agent	2	2	2	2
Purchasing Specialist	1	1	1	1
Total Budgeted Staffing Level	4	4	4	4

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 214,059	$ 228,634	$ 244,162	$ 256,380
1030	Accrued Compensation	3,587	3,308	1,500	3,000
1040	Overtime	422	1,408	0	0
2010	FICA Taxes	16,542	17,728	18,793	19,843
2020	Retirement Contributions	36,563	40,058	42,082	35,518
2030	Life & Health Insurance	27,025	27,076	37,805	29,277
2035	Dental Insurance	1,305	1,298	1,300	1,145
2040	Workers' Compensation	398	491	393	389
	Total Personnel Services	$ 299,900	$ 320,001	$ 346,035	$ 345,552
Operating Expense					
3490	Misc. Contractual Fees	$ 0	$ 0	$ 0	$ 0
3495	Temporary Employee Services	0	0	0	0
4020	Travel and Education	260	300	7,000	7,000
4110	Communications	3,089	2,170	5,000	5,000
4120	Freight and Postage	549	417	1,500	1,500
4410	Equipment Rental	4,182	4,427	5,000	5,000
4651	Vehicle Parts	0	0	100	100
4660	Equipment Maintenance	0	0	0	0
4675	Software Maintenance	0	0	0	0
4810	Advertising	3,882	2,680	6,000	6,000
4990	Miscellaneous Expenses	899	1,004	1,500	1,500
5110	Office Supplies	2,820	1,949	3,000	3,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Purchasing
Fund/Division Number: 2600	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense, contd.					
5120	EDP Supplies	39	67	150	150
5150	Miscellaneous Equipment Expense	0	0	0	0
5210	Gas & Oil	0	0	65	300
5410	Books,Pubs,Subscriptions & Mbrshp	600	600	1,000	1,000
	Total Operating Expense	$16,320	$13,614	$30,315	$30,550
Capital Outlay					
6410	Office Equipment & Machinery	$ 0	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 316,220**	**$ 333,615**	**$ 376,350**	**$ 376,102**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Planning
Fund/Division Number: 2901	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Planning Director	1	1	1	1
Assistant Planning Director	1	1	1	1
Senior Planner	0	2	1	1
Planner	1	0	1	1
Historic Preservation Officer	1	1	1	1
Planning & Development Organizer	0	0	1	1
Growth Management Coordinator	0	0	1	1
Executive Assistant	0	1	0	0
Planning Systems Analyst	1	0	0	0
Administrative Assistant	1	0	0	0
Total Budgeted Staffing Level	6	6	7	7

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 380,493	$ 363,237	$ 511,556	$ 531,302
1030	Accrued Compensation	2,104	12,925	2,000	2,000
1040	Overtime	0	3,208	0	0
2010	FICA Taxes	28,179	28,486	39,700	41,211
2020	Retirement Contributions	63,996	58,837	87,972	93,648
2030	Life & Health Insurance	66,651	44,019	66,985	80,357
2035	Dental Insurance	3,315	2,256	2,579	3,312
2040	Workers' Compensation	693	911	822	800
	Total Personnel Services	$ 545,431	$ 513,879	$ 711,614	$ 752,629
Operating Expense					
3140	Contractual Planning	$ 0	$ 47,493	$ 25,000	$ 40,000
3490	Contractual Fees	674	1,140	1,000	1,000
3495	Temp Employee Svc	0	270	0	0
4010	Car Allowance	4,200	2,450	5,400	5,400
4020	Travel and Education	1,262	(25)	6,000	6,000
4110	Communications	5,170	6,037	6,000	6,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Planning		
Fund/Division Number: 2901		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4120	Freight and Postage	1,733	768	2,500	3,000
4410	Equipment Rental	8,258	7,240	7,500	7,500
4651	Vehicle Parts	3	0	500	500
4675	Software Maintenance	0	0	0	0
4710	Reproduction	0	0	0	0
4720	Outside Printing	449	437	1,000	1,000
4810	Advertising	21,788	23,697	22,500	30,000
4990	Miscellaneous Expenses	920	1,967	1,000	1,000
5110	Office Supplies	1,296	1,661	4,000	4,000
5120	EDP Supplies	372	39	500	500
5150	Miscellaneous Equipment	0	214	0	0
5210	Gas and Oil	54	87	500	500
5232	Other Supplies	0	0	500	500
5410	Books,Pubs,Subscriptions & Mbrshp	2,482	796	2,000	6,000
	Total Operating Expense	$ 48,662	$ 94,271	$ 85,900	$ 112,900
Capital Outlay					
6410	Office Equipment & Machinery	$ 0	$ 0	$ 0	$ 2,500
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 2,500
	TOTAL APPROPRIATIONS	**$ 594,093**	**$ 608,150**	**$ 797,514**	**$ 868,029**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	**Department: Code Enforcement**
Fund/Division Number: 2903	**Division:**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Director of Community Response	1	1	1	1
Code Compliance Supervisor	1	1	1	1
Code Enforcement Officer (FT)	4	4	5	5
Executive Assistant	1	1	1	1
Admimistrative Assistant	1	1	1	1
Animal Control Officer	3	3	4	4
Code Enforcement/ParkingSpecialist (PT)	1	2	1	1
Animal Shelter Administrator	0	0	1	0
Total Budgeted Staffing Level	12	13	15	14

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 481,526	$ 558,961	$ 700,881	$ 733,398
1030	Accrued Compensation	12,132	7,397	5,000	5,000
1040	Overtime	79,614	72,133	10,000	10,000
2010	FICA Taxes	43,547	48,337	55,178	57,666
2020	Retirement Contributions	90,870	107,223	122,630	131,419
2030	Life & Health Insurance	100,137	95,494	136,317	143,640
2035	Dental Insurance	5,199	4,586	6,264	5,808
2040	Workers' Compensation	13,160	20,629	17,226	17,534
	Total Personnel Services	$ 826,185	$ 914,760	$ 1,053,496	$ 1,104,464
Operating Expense					
3440	Demolition	$ 400	$ 0	$ 6,435	$ 2,500
3449	Nuisance Abatement	6,097	12,609	80,000	25,000
3450	Lot Clearing	0	0	0	0
3490	Contractual Fees	6,192	38,403	7,000	7,000
3491	Humane Society	136,783	156,514	300,000	0
3492	Spay/Neuter Vouchers	22,085	23,130	30,000	0
3495	Temp Employee Svc	2,658	11,803	0	0
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel and Education	3,325	1,968	6,000	8,000
4110	Communications	15,186	16,819	16,000	20,000
4120	Freight and Postage	13,677	15,350	12,000	15,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Code Enforcement
Fund/Division Number: 2903	Division:	

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4410	Equipment Rental	5,529	6,190	5,000	5,000
4650	Vehicle Maintenance	0	444	1,000	1,000
4651	Vehicle Parts	4,208	5,125	5,000	5,000
4660	Equipment Maintenance	0	0	0	0
4675	Software Maintenance	10,675	6,899	9,000	0
4680	Radio Mainteneance	0	0	0	0
4710	Reproduction	0	0	0	0
4720	Outside Printing	1,514	4,604	1,000	2,000
4810	Advertising	0	115	500	500
4960	Administrative Fees	50,681	57,089	52,000	60,000
4990	Miscellaneous Expenses	4,102	4,777	2,000	2,000
5110	Office Supplies	3,392	6,200	3,000	5,000
5120	EDP Supplies	387	40	0	0
5150	Miscellaneous Equipment	2,798	2,206	0	0
5210	Gas and Oil	13,540	20,530	17,000	20,000
5221	Animal Control Supplies	1,313	1,837	1,000	1,000
5222	Animal Care & Services	4,629	3,856	5,000	0
5223	Medical/Pharmaceutical Supplies	1,670	5,035	2,500	0
5224	Animal Registrations	2,935	2,919	3,000	0
5231	Safety Supplies	0	0	0	1,000
5232	Other Supplies	1,997	2,377	2,000	2,000
5250	Uniforms	1,072	1,780	1,000	2,500
5253	Clean & Safe Initiative	117,913	232,291	400,000	250,000
5410	Books,Pubs,Subscriptions & Mbrshp	410	1,473	1,000	1,500
	Total Operating Expense	$ 439,368	$ 646,581	$ 973,835	$ 441,400
Capital Outlay					
6410	Equipment & Machinery	$ 2,395	$ 16,665	$ 0	$ 0
6420	Furniture & Furnishings	2,434	0	0	0
	Total Capital Outlay	$ 4,829	$ 16,665	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 1,270,383**	**$ 1,578,006**	**$ 2,027,331**	**$ 1,545,864**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	**Department:**	**Police**	
Fund/Division Number: 3000	**Division:**		

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Chief of Police	1	1	1	1
Deputy Chief of Police	2	2	2	2
Police Major	1	1	1	1
Lieutenant	7	7	7	7
Sergeant	15	15	15	15
Police Officer	98	101	101	109
Public Information Officer	1	1	1	1
Comm. Service Officers	5	5	5	5
Crime Scene Investigator	3	3	3	3
Crime Analyst	2	3	3	3
Evidence Technician	1	1	1	1
Executive Assistant	2	1	1	1
Police Payroll Specialist	1	1	1	1
Grant Writer	1	1	1	1
Records Specialists	4	4	4	4
Records Supervisor	1	1	1	1
School Crossing Guard (p/t)	8	8	8	8
Administrative Assistant	3	3	3	3
Senior Accounting Clerk	1	1	1	1
Information System Administrator	2	1	1	1
Information Systems Analyst II	0	1	1	1
Information Systems Analyst I	0	0	1	1
Digital Evidence Specialist II	0	1	1	1
Digital Evidence Specialist I	0	1	1	1
Accreditation Specialist	1	1	1	1
Fiscal Manager	1	0	0	0
Total Budgeted Staffing Level	161	165	166	174

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Police		
Fund/Division Number: 3000		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	8,091,122	$ 9,003,508	$ 10,101,935	$ 11,343,853
1020	Incentive Pay	275,507	256,055	80,000	80,000
1030	Accrued Compensation	268,026	130,587	60,000	60,000
1040	Overtime	693,035	666,791	400,000	400,000
1050	Holiday Overtime	361,850	405,436	200,000	200,000
2010	FICA Taxes	720,838	776,849	829,408	924,119
2020	Retirement/General	226,885	278,870	372,917	322,922
2025	Retirement/Police Officers	951,662	1,000,149	1,147,673	1,545,302
2026	Retirement/ICMA	21,493	21,933	21,733	22,500
2030	Life & Health Insurance	1,539,517	1,557,528	1,856,257	2,020,566
2035	Dental Insurance	85,067	85,172	88,888	87,475
2040	Workers' Compensation	318,987	367,780	337,999	333,788
	Total Personnel Services	$ 13,553,989	$ 14,550,659	$ 15,496,810	$ 17,340,525
Operating Expense					
3130	Professional Services	$ 19,689	$ 12,459	$ 27,280	$ 32,000
3180	Medical Services	4,049	3,875	5,500	5,500
3190	Consultant Fees	1,476	2,400	8,500	10,000
3490	Misc. Contractual Fees	45,134	27,319	0	0
3510	Crime Lab	165,737	143,233	150,425	160,000
3530	Investigative Supplies	29,929	23,466	20,000	30,000
4020	Travel & Education	40	60	0	0
4110	Communications	225,162	216,951	180,000	250,000
4120	Freight & Postage	3,895	3,659	5,000	5,500
4310	Utilities	99,892	106,212	92,000	110,000
4410	Equipment Rental	8,336	22,842	8,400	25,000
4420	Vehicle Rental & Towing	10,924	0	12,200	17,000
4430	Equipment Lease	14,774	0	15,000	15,000
4610	Building Maintenance	6,017	9,640	15,000	15,000
4650	Vehicle Maintenance	57,708	47,505	40,000	40,000
4651	Vehicle Parts	67,783	70,907	80,000	80,000
4652	Tires, Tubes & Batteries	21,537	33,345	20,000	30,000
4660	Equipment Maintenance	9,115	1,181,724	20,000	22,000
4670	Computer Maintenance	8,975	9,922	10,000	16,000
4675	Software Maintenance	127,837	146,099	108,301	175,000
4680	Radio Maintenance	0	3,136	1,000	20,000
4710	Reproduction	0	3,495	3,900	0

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Police		
Fund/Division Number: 3000		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4720	Outside Printing	6,771	3,828	12,500	5,000
4810	Advertising	0	0	0	0
4820	Crime Prevention	1,515	7,544	8,000	8,000
4830	Public Relations	21,012	28,110	10,750	10,750
4930	Citizen Volunteer Program	184	3,885	2,500	2,500
4980	Contingency	43,000	50,000	10,000	10,000
4990	Miscellaneous Expenses	6,915	531	8,000	5,000
5110	Office Supplies	16,394	15,716	20,000	20,000
5120	EDP Supplies	21,180	17,688	9,000	15,000
5150	Misc. Equipment Exp.	2,212	5,717	4,000	5,000
5210	Gas and Oil	288,564	461,325	358,000	400,000
5220	K-9 Operations	17,310	24,479	20,000	20,000
5230	Cleaning Supplies	1,916	1,902	3,000	3,000
5232	Other Supplies	2,637	0	3,000	3,000
5250	Uniforms	127,672	113,397	100,000	100,000
5251	Military Supplies	28,420	159,230	60,000	82,500
5410	Books,Pubs,Subscriptions & Mbrshp	6,264	5,675	8,744	8,000
5420	Educ Reimbursement	7,650	10,605	7,000	7,000
5430	Law Enforcement Educ	27,790	35,094	25,000	40,000
	Total Operating Expense	$ 1,555,415	$ 3,012,975	$ 1,492,000	$ 1,802,750
Capital Outlay					
6200	Buildings	$ 0	$ 0	$ 0	$ 0
6320	Improvements Other Than Bldg.	89,596	8,395	0	0
6410	Office Equip & Machinery	2,686	1,398,808	0	0
6420	Furniture & Furnishings	4,380	3,041	0	0
6440	Vehicles	36,037	3,582	0	0
6450	Radios	0	0	0	0
8392	Special Events	740	305	0	0
	Total Capital Outlay	$ 133,439	$ 1,414,131	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 15,242,844**	**$ 18,977,765**	**$ 16,988,810**	**$ 19,143,275**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Public Works
Fund/Division Number: 4002	Division:	Director's Office

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Executive Assistant	1	1	1	1
Total Budgeted Staffing Level	1	1	1	1

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 43,807	$ 47,190	$ 47,498	$ 52,083
1030	Accrued Compensation	1,004	0	800	800
1040	Overtime	0	859	0	0
2010	FICA Taxes	3,413	3,656	3,695	4,046
2020	Retirement Contributions	3,780	8,112	8,273	9,286
2030	Life & Health Insurance	8,646	4,849	8,625	9,727
2035	Dental Insurance	422	235	426	0
2040	Workers' Compensation	85	122	77	79
	Total Personnel Services	$ 61,155	$ 65,023	$ 69,395	$ 76,021
Operating Expense					
3490	Contractual Fees	$ 1,168	$ 0	$ 0	$ 0
3495	Temporary Employee Services	0	0	0	0
4010	Car Allowance	0	0	0	0
4020	Travel and Education	1,685	3,673	5,500	5,500
4110	Communications	71,572	68,854	50,000	70,000
4120	Freight and Postage	8	20	100	100
4410	Equipment Rental	2,861	5,602	4,000	4,000
4651	Vehicle Parts	0	0	0	0
4670	Computer Maintenance	0	0	0	0
4675	Software Maintenance	2,595	1,785	0	0
4810	Advertising	0	2,118	5,000	2,200
4990	Miscellaneous Expenses	240	979	500	500

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Public Works		
Fund/Division Number: 4002		Division:	Director's Office		
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
5110	Office Supplies	1,442	3,307	2,000	4,000
5120	EDP Supplies	65	0	1,000	1,000
5150	Miscellaneous Equipment	327	0	0	0
5210	Gas and Oil	1,523	2,413	1,860	1,860
5231	Safety Supplies	1,178	688	1,000	1,000
5232	Other Supplies	473	1,141	500	500
5410	Books,Pubs,Subscriptions & Mbrshp	40	515	500	500
	Total Operating Expense	$85,175	$91,096	$71,960	$91,160
Capital Outlay					
6410	Office Equip & Machinery	$ 0	$ 553	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 553	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 146,330**	**$ 156,672**	**$ 141,355**	**$ 167,181**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Public Works
Fund/Division Number: 4003	Division:	Fleet Maintenance

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Fleet Manager	1	1	1	1
Garage Foreman	1	1	1	1
Auto Mechanic	4	4	4	4
Diesel Mechanic	1	1	1	1
Master Mechanic	2	2	2	2
Senior Storekeeper	1	1	1	1
Total Budgeted Staffing Level	10	10	10	10

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 358,914	$ 436,551	$ 513,471	$ 583,822
1030	Accrued Compensation	2,327	7,825	4,900	4,900
1040	Overtime	7,460	21,628	4,000	4,000
2010	FICA Taxes	27,610	34,157	39,961	45,343
2020	Retirement Contributions	61,702	73,837	89,482	81,551
2030	Life & Health Insurance	75,537	87,634	120,851	117,424
2035	Dental Insurance	4,135	4,677	6,020	5,724
2040	Workers' Compensation	13,723	16,993	13,268	12,151
	Total Personnel Services	$ 551,408	$ 683,300	$ 791,953	$ 854,915
Operating Expense					
3490	Contractual Fees	$ 4,719	$ 4,692	$ 4,000	$ 5,000
3495	Temporary Employee Services	0	12,228	0	0
4020	Travel and Education	0	2,052	2,500	3,500
4410	Equipment Rental	3,087	2,328	3,000	3,000
4651	Vehicle Parts	4,632	16,601	4,700	4,700
4652	Tires, Tubes & Batteries	343	152	0	0
4660	Equipment Maintenance	(10)	319	500	1,500
4670	Computer Maintenance	0	0	0	0
4675	Software Maintenance	0	0	0	0

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Public Works		
Fund/Division Number: 4003		Division:	Fleet Maintenance		
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4990	Miscellaneous Expenses	1,365	814	250	1,000
5120	EDP Supplies	98	0	250	250
5150	Miscellaneous Equipment Expense	69	0	0	0
5210	Gas and Oil	5,271	11,020	7,150	7,150
5230	Cleaning Supplies	15	48	750	750
5231	Safety Supplies	993	1,272	750	1,000
5232	Other Supplies	3,356	7,132	3,000	5,000
5250	Uniforms	8,915	5,523	6,000	7,000
5260	Expendable Tools	2,396	1,776	1,250	2,000
5410	Books,Pubs,Subscriptions & Mbrshp	0	475	500	500
	Total Operating Expense	$ 35,249	$ 66,431	$ 34,600	$ 42,350
Capital Outlay					
6410	Office Equipment & Mach	1,437	0	0	0
6420	Furniture & Furnishings	$ 0	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 1,437	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 588,094**	**$ 749,731**	**$ 826,553**	**$ 897,265**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Public Works
Fund/Division Number: 4004		Division:	Facilities Maintenance

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Supervisor	1	1	1	1
Foreman II	1	1	1	1
Facilities Maint Technician Asst.	4	3	3	3
Electrician	1	1	1	1
Facilities Maint Technician	3	3	3	3
Maint Repair Worker	2	3	3	3
Total Budgeted Staffing Level	12	12	12	12

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 338,356	$ 479,029	$ 539,777	$ 581,442
1030	Accrued Compensation	1,861	2,420	4,000	4,000
1040	Overtime	10,539	52,931	7,076	7,076
2010	FICA Taxes	25,274	39,107	42,140	45,328
2020	Retirement Contributions	51,409	81,015	85,781	94,811
2030	Life & Health Insurance	96,406	120,181	140,548	141,649
2035	Dental Insurance	4,936	6,299	6,413	6,254
2040	Workers' Compensation	18,638	23,571	21,234	19,910
	Total Personnel Services	$ 547,418	$ 804,552	$ 846,970	$ 900,470
Operating Expense					
3490	Contractual Fees	$ 205,838	$ 240,187	$ 200,000	$ 250,000
3495	Temporary Employee Services	94,250	102,663	0	0
4020	Travel & Education	0	0	0	0
4110	Communications	0	0	0	0
4410	Equipment Rental	599	1,210	2,000	2,000
4610	Building Maintenance	9,950	8,310	8,000	25,000
4620	Building Repair Supplies	73,762	200,849	100,000	150,000
4630	Air Condition Maintenance	11,350	10,471	15,000	15,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General			Department:	Public Works		
Fund/Division Number: 4004			Division:	Facilities Maintenance		
			2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.						
4650	Vehicle Maintenance		0	0	0	0
4651	Vehicle Parts		2,520	4,557	5,000	5,000
4652	Tires, Tubes & Batteries		0	0	0	0
4990	Miscellaneous Expenses		82	0	0	0
5110	Office Supplies		0	0	0	0
5150	Misc Equipment Expense		770	0	0	0
5210	Gas and Oil		13,189	24,484	14,000	14,000
5230	Cleaning Supplies		38,571	38,500	40,000	50,000
5231	Safety Supplies		1,343	705	1,500	1,500
5232	Other Supplies		2,910	3,404	5,000	5,000
5250	Uniforms		0	763	2,000	2,000
5260	Expendable Tools		611	0	3,000	3,000
5310	Paint and Sign Supplies		2,071	2,993	10,000	10,000
5410	Books,Pubs,Subscriptions & Mbrshp		0	0	0	0
	Total Operating Expense		$ 457,816	$ 639,096	$ 405,500	$ 532,500
Capital Outlay						
6320	Other Improvements		$ 12,240	$ 25,471	$ 0	$ 0
6445	Other Equipment		0	0	0	0
	Total Capital Outlay		$ 12,240	$ 25,471	$ 0	$ 0
	TOTAL APPROPRIATIONS		**$ 1,017,474**	**$ 1,469,119**	**$ 1,252,470**	**$ 1,432,970**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Public Works
Fund/Division Number: 4005	Division:	Parks & Grounds

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Supervisor	1	1	1	1
Foreman II	1	1	1	1
Foreman I	4	4	5	5
Equipment Operator III	2	2	2	2
Equipment Operator II	2	2	2	2
Maintenance Worker	5	5	5	5
Chief Tree Trimmer	1	1	1	1
Ground Maintenance Specialist	6	6	6	6
Chief Irrigation Specialist	1	1	1	1
Irrigation Specialist	1	1	1	1
Total Budgeted Staffing Level	24	24	25	25

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 907,727	$ 1,017,296	$ 1,098,972	$ 1,139,970
1030	Accrued Compensation	25,096	40,400	5,900	5,900
1040	Overtime	79,346	82,520	29,000	29,000
2010	FICA Taxes	74,755	84,706	86,741	89,878
2020	Retirement Contributions	159,295	173,597	176,997	168,778
2030	Life & Health Insurance	246,058	246,989	265,685	257,264
2035	Dental Insurance	14,780	14,792	14,595	13,258
2040	Workers' Compensation	39,465	49,980	42,747	39,828
	Total Personnel Services	$ 1,546,522	$ 1,710,278	$ 1,720,638	$ 1,743,876
Operating Expense					
3490	Contractual Fees	$ 148,747	$ 133,907	$ 175,000	$ 175,000
3495	Temporary Employee Services	164,073	280,912	30,000	60,000
4020	Travel and Education	375	0	3,000	3,000
4310	Utilities	342,539	387,562	355,000	400,000
4410	Equipment Rental	2,740	2,550	1,000	3,500
4650	Vehicle Maintenance	85	7,627	500	500

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Public Works
Fund/Division Number: 4005	Division:	Parks & Grounds

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4651	Vehicle Parts	40,669	52,851	40,000	40,000
4652	Tire, Tubes & Batteries	410	1,805	0	0
4990	Miscellaneous Expenses	64	24	500	500
5210	Gas and Oil	59,003	87,369	84,500	88,000
5231	Safety Supplies	3,472	4,086	3,000	3,000
5232	Other Supplies	32,430	73,353	30,000	40,000
5241	Horticultural Supplies	19,752	21,072	30,000	40,000
5242	Chemicals	10,033	0	15,000	15,000
5250	Uniforms	0	462	2,500	2,500
5260	Expendable Tools	283	0	0	0
5270	Parks Supplies	52,117	50,732	40,000	55,000
5410	Books,Pubs,Subscriptions & Mbrshp	0	475	500	500
	Total Operating Expense	$ 876,793	$ 1,104,788	$ 810,500	$ 926,500
Capital Outlay					
6430	Heavy Equipment	$ 0	$ 0	$ 0	$ 0
6440	Vehicles	0	0	0	0
6445	Other Equipment	0	0	0	0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 2,423,315**	**$ 2,815,066**	**$ 2,531,138**	**$ 2,670,376**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		**Department: Public Works**			
Fund/Division Number: 4006		**Division: Streets**			
		2020/21 Actual	**2021/22 Actual**	**2022/23 Approved**	**2023/24 Proposed**
Budgeted Staffing Level					
	Supervisor	1	1	1	1
	Foreman II	1	1	1	1
	Foreman I	3	2	2	2
	Equipment Operator IV	1	1	1	1
	Equipment Operator III	5	5	6	6
	Maintenance Repair Worker	4	4	4	4
	Maintenance Worker	2	2	2	2
	Sign Maintenance Technician	1	1	1	1
	Total Budgeted Staffing Level	18	17	18	18

		2019/20 Actual	**2021/22 Actual**	**2021/22 Approved**	**2022/23 Proposed**
Personnel Services					
1010	Salaries and Wages	$ 607,130	$ 660,470	$ 791,318	$ 840,429
1030	Accrued Compensation	6,083	3,530	6,000	6,000
1040	Overtime	59,301	92,340	35,000	35,000
2010	FICA Taxes	49,013	56,028	63,672	67,429
2020	Retirement Contributions	104,651	119,441	134,712	146,315
2030	Life & Health Insurance	160,644	158,841	213,659	198,256
2035	Dental Insurance	8,095	8,669	10,395	8,216
2040	Workers' Compensation	74,120	94,453	79,653	75,010
	Total Personnel Services	$ 1,069,036	$ 1,193,772	$ 1,334,409	$ 1,376,655
Operating Expense					
3490	Contractual Fees	$ 7,125	$ 17,013	$ 15,000	$ 50,000
3495	Temporary Employee Services	26,703	67,965	0	0
4020	Travel & Education	0	1,000	2,500	7,500
4110	Communications	0	0	0	0
4310	Utilities	242,390	327,295	280,000	325,000
4320	Street Light Energy	436,913	552,770	550,000	575,000
4410	Equipment Rental	4,666	9,465	0	15,000
4651	Vehicle Parts	49,842	31,776	30,000	30,000
4652	Tires, Tubes & Batteries	521	488	0	0

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Public Works		
Fund/Division Number: 4006		Division:	Streets		
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4990	Miscellaneous Expenses	1,291	3,064	1,000	3,500
5210	Gas and Oil	41,048	63,951	58,500	58,500
5231	Safety Supplies	2,232	3,408	3,000	3,000
5232	Other Supplies	3,281	3,564	1,500	3,500
5242	Chemicals	967	449	1,000	2,500
5250	Uniforms	825	534	850	1,500
5260	Expendable Tools	2,700	4,116	3,000	5,000
5310	Paint & Sign Supplies	23,508	30,149	17,000	35,000
5330	Surface Patching	39,090	27,645	45,000	45,000
5340	Street Supplies	50,868	41,943	50,000	50,000
5350	Sidewalk/Curb Supplies	31,133	29,126	30,000	30,000
5410	Books,Pubs,Subscriptions & Mbrshp	0	0	0	0
	Total Operating Expense	$ 965,102	$ 1,215,722	$ 1,088,350	$ 1,240,000
Capital Outlay					
6430	Heavy Equipment	$ 0	$ 0	$ 0	$ 0
6445	Other Equipment	0	0	0	0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 2,034,138**	**$ 2,409,494**	**$ 2,422,759**	**$ 2,616,655**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department: Engineering
Fund/Division Number: 4400	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
City Engineer	1	1	1	1
Asst. City Engineer	1	1	1	1
Stormwater Engineer Supervisor	1	1	1	1
Projects Coordinator	1	1	1	1
Chief Design Drafter	1	1	1	1
Supervisor, Engineering Inspector	1	1	1	1
SMU Technical Assistant/GIS	1	1	1	1
Executive Assistant	1	1	1	1
Traffic Operations Adminstrator	0	1	1	1
Engineering Services Specialist	0	0	0	1
Total Budgeted Staffing Level	8	9	9	10

		2019/20 Actual	2021/22 Actual	2021/22 Approved	2022/23 Proposed
Personnel Services					
1010	Salaries and Wages	$ 586,536	$ 648,124	$ 807,959	$ 845,243
1030	Accrued Compensation	22,547	3,917	6,000	6,000
1040	Overtime	0	4,165	5,000	5,000
2010	FICA Taxes	44,967	48,306	63,477	66,329
2020	Retirement Contributions	70,513	77,721	105,607	92,324
2030	Life & Health Insurance	120,183	100,608	136,925	132,375
2035	Dental Insurance	5,622	5,093	5,319	5,503
2040	Workers' Compensation	12,620	15,047	14,688	16,720
	Total Personnel Services	$ 862,988	$ 902,980	$ 1,144,974	$ 1,169,494
Operating Expense					
3490	Contractual Fees	$ 124,374	$ 102,969	$ 125,000	$ 150,000
3492	FDOT/Closed Loop	196,540	142,944	258,000	266,520
4010	Car Allowance	8,400	8,400	10,800	10,800
4020	Travel and Education	448	480	1,000	1,000
4030	Conferences	0	0	0	0
4110	Communications	8,271	9,078	13,000	13,000
4120	Freight and Postage	77	79	500	500

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Engineering		
Fund/Division Number: 4400		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense					
4410	Equipment Rental	4,057	5,407	4,000	8,000
4650	Vehicle Maintenance	0	53	500	500
4651	Vehicle Parts	332	1,923	1,500	1,500
4660	Equipment Maintenance	0	0	0	0
4670	Computer Maintenance	0	0	0	0
4675	Software Maintenance	0	0	0	0
4710	Reproduction	0	0	2,000	500
4810	Advertising	0	0	500	500
4990	Miscellaneous Expenses	535	1,258	500	1,000
5110	Office Supplies	3,629	4,883	2,800	4,300
5120	EDP Supplies	425	686	500	1,000
5150	Misc. Equipment Expense	0	0	0	0
5210	Gas and Oil	2,142	3,877	3,900	4,200
5231	Safety Supplies	0	53	0	0
5232	Other Supplies	0	0	0	0
5250	Uniforms	587	738	0	0
5260	Expendable Tools	0	0	0	0
5320	Traffic Signal Materials	54,903	56,012	75,000	75,000
5410	Books,Pubs,Subscriptions & Mbrshp	210	412	250	250
	Total Operating Expense	$ 404,929	$ 339,250	$ 499,750	$ 538,570
Capital Outlay					
6410	Office Equipment & Machinery	$ 0	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 1,267,917**	**$ 1,242,230**	**$ 1,644,724**	**$ 1,708,064**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General	Department:	Public Works
Fund/Division Number: 4504	Division:	Leisure Services

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Facilities Program Specialist	2	2	2	2
Recreation Coordinator	1	1	1	1
Recreation Specialist	0	0	1	1
Tram Operator (PT)	3	3	2	2
Trolley Operator (PT)	1	1	0	0
Total Budgeted Staffing Level	7	7	6	6

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 125,952	$ 137,716	$ 221,875	$ 256,528
1030	Accrued Compensation	1,944	2,196	1,500	1,500
1040	Overtime	0	0	0	0
2010	FICA Taxes	9,457	10,185	17,088	19,739
2020	Retirement Contributions	21,430	24,005	38,264	45,310
2030	Life & Health Insurance	21,756	29,920	41,010	44,558
2035	Dental Insurance	1,698	1,550	2,413	1,737
2040	Workers' Compensation	3,675	4,833	2,093	3,116
	Total Personnel Services	$ 185,911	$ 210,404	$ 324,244	$ 372,487
Operating Expense					
3490	Contractual Services	$ 0	$ 0	$ 0	$ 0
3495	Temporary Employee Services	12,626	44,766	30,000	30,000
4020	Travel & Education	0	0	0	0
4110	Communications	20,366	18,402	20,000	20,000
4120	Postage & Freight	13	11	0	0
4540	Insurnace/Liability & Property	0	5,794	0	0
4560	Insurance/Special Events	8,959	16,088	3,500	10,000
4610	Building Maintenance	3,048	3,034	5,000	5,000
4611	Janitorial Services	9,930	13,584	10,000	15,000
4620	Building Supplies	496	543	500	500
4651	Vehicle Parts	43	204	2,000	1,000
4675	Software Maintenance	547	341	2,000	1,000
4710	Reproduction	0	0	0	0
4810	Advertising	0	0	750	750
4940	Bad Debt/Loss Expense	0	0	0	0
4960	Administrative Charge	6,296	8,050	3,000	10,000
4990	Miscellaneous Expenses	1,122	953	1,000	1,000
4992	Youth Activities	78,641	176,003	100,000	150,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Public Works		
Fund/Division Number: 4504		Division:	Leisure Services		
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense					
5110	Office Supplies	1,777	3,331	3,000	3,000
5120	EDP Supplies	0	0	0	0
5150	Misc. Equipment Exp.	2,917	4,543	3,000	3,500
5210	Gas & Oil	380	422	600	600
5232	Other Supplies	1,100	1,969	2,500	2,500
5410	Books,Pubs,Subscriptions & Mbrshp	40	40	0	0
	Total Operating Expense	$ 148,302	$ 298,076	$ 186,850	$ 253,850
Capital Outlay					
3495	Temporary Employee Services	$ 0	$ 0	$ 0	$ 0
	Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 334,213**	**$ 508,480**	**$ 511,094**	**$ 626,337**

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Administrative Services		
Fund/Division Number: 6000		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salary & Wages	$0	$0	$0	$0
1030	Accrued Compensation	0	0	0	0
2010	FICA Taxes	0	0	0	0
2020	Retirement/General Members	0	0	0	0
2025	Retirement/Police Officers	435,343	453,086	445,000	455,000
2030	Life & Health Insurance	215,750	202,951	100,800	100,800
	Total Personnel Services	$ 651,093	$ 656,037	$ 545,800	$ 555,800
Operating Expense					
3110	Insurance Consultant	$ 14,475	$ 25,831	$ 20,000	$ 25,000
3190	Consultant Fees	3,767	2,250	5,000	5,000
3200	Accounting and Auditing	34,815	31,995	40,000	40,000
3490	Contractual Fees	174,330	258,814	235,000	250,000
4110	Communications	84,717	70,406	95,000	90,000
4120	Freight and Postage	15,545	22,219	25,000	25,000
4310	Utilities	418,946	506,025	430,000	500,000
4410	Equipment Rental	99,500	51,635	100,000	75,000
4510	Insurance & Fidelity Bond	904,402	1,001,619	1,030,000	1,425,000
4530	Fla. Unemploy. Comp Fund	19,138	3,408	5,000	5,000
4540	Workers' Comp. Claims	9,977	0	10,000	5,000
4550	Liability & Property Claims	0	0	5,000	1,000
4590	Property Damage Reimb	7,612	7,444	5,000	7,500
4650	Vehicle Maintenance	43,023	35,846	25,000	40,000
4651	Vehicle Parts	0	(4,601)	0	0
4660	Equipment Maintenance	0	0	0	0
4675	Software Maintenance	176,167	215,962	190,000	200,000
4710	Reproduction	1,166	1,218	1,000	1,200
4810	Advertising	0	0	0	0
4925	Computer Loans	7,705	13,237	15,000	15,000
4935	Disaster Charges	0	0	0	0
4936	Emergency Supplies	25,337	9,500	0	0
4940	Bad Debt Expense	0	5,559	0	0
4945	Refunds	9,306	1,852	0	0
4947	Wellness	11,113	24,625	15,000	15,000
4950	Settlements	2,537	0	0	0
4960	Administrative Charges	450	490	1,500	1,500

Proposed Budget for Fiscal Year 2023/24

Fund Title: General			Department:	Administrative Services		
Fund/Division Number: 6000			Division:			
			2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.						
4970	Inventory Adjustments		2,719	6,771	2,500	3,500
4980	Contingency		0	0	238,916	220,055
4985	Tax Increment Financing		3,485,087	3,814,185	4,511,973	6,002,772
4986	Stormwater Fees		76,620	76,335	77,000	77,000
4990	Miscellaneous Expenses		44,692	39,862	50,000	50,000
4993	Keep Ft. Pierce Beautiful		15,211	15,854	15,000	15,000
5110	Office Supplies		0	1,909	0	0
5150	Miscellaneous Equipment		1,813	80	0	0
5210	Gas & Oil		(235)	(880)	0	0
5410	Books,Pubs,Subscriptions & Mbrshp		14,098	18,367	10,000	15,000
	Total Operating Expense		$ 5,704,034	$ 6,257,819	$ 7,157,889	$ 9,109,527
Capital Outlay						
6200	Buildings		$ 222,212	$ 0	$ 0	$ 0
6310	Roads & Bridges		321,771	5,300	0	0
6315	Infrastructure Sales Tax Projects		2,171,741	2,644,418	2,300,000	2,650,000
6320	Other Structures & Facilities		523,790	59,801	0	600,000
6410	Office Equipment & Machinery		109,849	75,173	525,000	525,000
6420	Furniture & Furnishing		0	0	0	0
6430	Heavy Equipment		0	0	0	0
6440	Vehicles		23,958	0	0	0
6445	Other Equipment		0	0	0	200,000
	Total Capital Outlay		$ 3,373,320	$ 2,784,693	$ 2,825,000	$ 3,975,000
Grants and Aids						
8230	Economic Development Co		$ 22,500	$ 40,000	$ 40,000	$ 40,000
8255	Chamber of Commerce		31,500	31,500	35,000	35,000
8270	SLC Council on Aging		15,000	15,000	15,000	15,000
8392	Special Events:					
	Sights & Sounds Parade		15,000	15,000	15,000	15,000
	Christmas Decorations		71,422	125,028	74,000	125,000
	Fireworks		22,000	41,500	24,000	43,000
	Mainstreet		0	25,000	0	0
	Lincoln Park Mainstreet		0	0	0	10,000
	United For Animals		10,000	10,000	10,000	10,000
	Youth & Crime Prevention Activities		350	5,000	10,000	10,000
8410	Community Projects		249	7,155	20,000	20,000
8411	Community Housing		0	0	100,000	125,000
	Total Grants and Aids		$ 188,021	$ 315,183	$ 343,000	$ 448,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: General		Department:	Administrative Services		
Fund/Division Number: 6000		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
NON-OPERATING EXPENDITURES					
9130	Debt Service Series 2010 B	421,683	421,376	0	0
9166	Capital Reserve Loan-HUD	14,988	9,124	200,222	200,222
9179	Debt Service Series 2019	2,296,250	2,297,250	2,295,000	2,294,500
9176	Debt Service Series 2020A/2014 Energy	54,663	68,631	420,893	749,307
9178	Debt Service Series 2020B/2016 Series	896,663	892,602	542,470	0
9179	Debt Service Series 2020C/2018 Series	577,573	573,110	571,900	566,515
9180	Capital Leases- White Fleet	337,011	394,687	500,000	500,000
9180	Capital Leases- Police Fleet	530,127	701,076	1,025,000	1,025,000
9184	Special Revenue/Police Grant	50,000	130,905	50,000	50,000
9186	Special Revenue/103 CDBG	0	100,000	0	0
9187	Special Revenue/106 Grants	0	0	60,000	75,000
9199	Transfer to Stormwater	0	196,468	0	0
9300	Transfer to Animal Shelter	0	0	0	199,500
9300	Transfer to Sunrise Theatre	11,496	0	0	0
	Total Non-Operating	$ 5,190,454	$ 5,785,229	$ 5,665,485	$ 5,660,044
	TOTAL ADMINISTRATIVE	**$ 15,106,922**	**$ 15,798,961**	**$ 16,537,174**	**$ 19,748,371**
TOTAL GENERAL FUND APPROPRIATIONS		**$ 45,219,104**	**$ 52,103,050**	**$ 52,412,646**	**$ 58,887,439**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund	Department:	Police Grants			
Fund/Division Number: 101-3005	Division:				
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Interfund Grants					
331 20 16	COPS-CHRP	$ 208,333	$ 679,839	$ 990,855	$ 0
331 20 59	FDLE 2013-JAGC - STLU-1-D7-180	0	3,262	0	0
331 20 30	VOCA	143,584	103,830	248,608	168,440
331 20 35	OJP Bullet Proof Vests	812	18,019	0	0
331 20 50	IRSC- College Policing	0	0	94,000	94,000
331 20 59	FDLE 2021-JAGC - 3798	0	26,627	0	0
331 20 59	FDLE 2020-JAGC - STLU	0	100,387	0	0
331 21 00	Other Federal Grants	30,527	24,143	0	0
334 20 61	OJP Bullet Proof Vests	0	7,115	6,375	0
334 20 66	DOT Grant	0	0	24,682	0
334 90 00	JAGC-STLU-078	29,643	0	0	0
334 90 00	AARP Corona	10,000	0	0	0
334 90 00	DOJ BJA FY'21 Byrne Grant County Share	0	10,393	0	0
334 90 00	FY '21 DOJ COPS Grant	0	0	1,250,000	0
334 90 00	DOJ JAG Shared w/SLC	0	0	11,585	0
334 90 00	DCF STOP RFP	0	0	121,697	0
334 90 00	DOJ JAG 22 grant	0	0	22,111	0
334 90 00	FDLE NIBRS Grant	0	0	383,261	364,747
334 90 00	FDLE Project Safe Neighborhood	0	0	70,000	111,597
334 90 00	Walmart Christmas	0	0	5,000	0
334 90 00	OJP Bullet Proof Vests '22	0	0	104,500	68,572
334 90 00	OJP Bullet Proof Vests '23	0	0	0	28,900
334 90 00	IPTM/University of North Florida	0	0	0	15,972
	Total Interfund Grants	$ 422,899	$ 973,615	$ 3,332,674	$ 852,228
Miscellaneous Revenue					
361 10 00	Interest on Investments	$ 16	$ 0	$ 0	$ 0
366 90 00	Other Contribution/Donation	13,681	0	0	0
369 40 00	Reimb.-Contract Svcs.	94,000	94,000	0	0
	Total Miscellaneous Revenues	$ 107,697	$ 94,000	$ 0	$ 0
Interfund Transfers					
381 01 00	Transfer from General (Grant)	$ 50,000	$ 130,905	$ 50,000	$ 50,000
381 91 00	FPRA	191,016	10,000	0	0
	Total Interfund Transfers	$ 241,016	$ 140,905	$ 50,000	$ 50,000
	TOTAL RESOURCES	**$ 771,612**	**$ 1,208,520**	**$ 3,382,674**	**$ 902,228**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund	Department:	Police Grants
Fund/Division Number: 101-3005	Division:	

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Victim Advocate	2	2	3	3
Police Officer	1	6	6	1
Victim Secialist	0	0	0	0
Police Crime Analyst	0	0	1	0
Total Budgeted Staffing Level	3	8	10	4

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 97,076	$ 338,943	$ 484,062	$ 245,329
1020	Incentive Pay	0	1068	0	0
1030	Accrued Compensation	915	1,024	0	0
1040	Overtime	1,297	14,866	5,000	5,000
1050	Holiday Overtime	0	22,702	0	0
2010	FICA Taxes	7,411	28,353	37,413	19,150
2020	Retirement/General	6,969	14,909	35,250	28,828
2020	Retirement/Police	0	38,182	41,416	14,586
2030	Life & Health Insurance	17,991	55,274	103,271	34,929
2035	Dental Insurance	1,120	2,974	4,863	1,145
2040	Workers' Compensation	1,779	8,327	12,756	2,942
	Total Personnel Services	$ 134,558	$ 526,620	$ 724,031	$ 351,909
Operating Expense					
3190	Consultant Fees	$ 0	$ 0	$ 125,000	$ 0
3490	Misc. Contractual Fees	106,525	94,000	0	0
4020	Travel and Education	2,751	26	5,000	5,000
4110	Communications	0	0	500	500
4675	Software Maintenance	3,655	5,722	5,000	5,000
4945	Refunds	0	0	0	0
4990	Misc. Expenses	6,133	11,599	20,000	0
4999	Unallocated	0	0	2,346,143	118,894

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund	Department:	Police Grants
Fund/Division Number: 101-0000	Division:	

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense, cont'd.					
5110	Office Supplies	4,562	17,701	5,000	5,000
5150	Misc. Equipment	0	101	0	500
5250	Uniforms	0	0	0	500
5251	Military Supplies	28,893	39,779	20,000	97,471
5430	Law Enforcement Education	1,631	3,107	2,000	0
	Total Operating Expense	$ 154,149	$ 172,035	$ 2,528,643	$ 232,865
Capital Outlay					
6410	Office Equip & Machinery	$ 71,925	$ 156,807	$ 125,000	$ 317,454
6420	Furniture &Fixtures	$ 3,297	$ 4,808	$ 5,000	$ 0
6440	Vehicles	0	69,599	0	0
	Total Capital Outlay	$ 75,222	$ 231,214	$ 130,000	$ 317,454
Transfers					
9110	Transfer to General	$ 0	$ 0	$ 0	$ 0
9111	Transfer to Police FPRA	0	0	281,246	0
	Total Transfers	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 363,929**	**$ 929,869**	**$ 3,382,674**	**$ 902,228**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund Fund/Division Number: 101-3007		Department: Division:	Police Grants/FPRA		
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Intergovernmental					
347 89	COPS Hiring Grant-2020	$ 0	$ 279,734	$ 281,246	$ 0
	American Rescue Plan	0	0	15,000	0
	Total Interfund Transfers	$ 0	$ 279,734	$ 296,246	$ 0
Transfers					
	Transfer from FPRA	$ 0	$ 115,115	$ 90,987	$ 446,513
	Total Interfund Transfers	$ 0	$ 115,115	$ 90,987	$ 446,513
	TOTAL RESOURCES	**$ 0**	**$ 394,849**	**$ 387,233**	**$ 446,513**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund	Department:	Police Grants/FPRA
Fund/Division Number: 101-3007	Division:	

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Police Officer	0	5	5	5
Total Budgeted Staffing Level	0	5	5	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 232,924	$ 249,186	$ 262,275	$ 296,650
1020	Incentive Pay	2,844	1,068	0	0
1030	Accrued Compensation	0	0	0	0
1040	Overtime	11,898	12,865	5,000	5,000
1050	Holiday Overtime	19,382	22,702	0	0
2010	FICA Taxes	19,557	21,397	20,064	23,076
2020	Retirement/Police	35,100	38,182	38,345	51,069
2030	Life & Health Insurance	61,461	41,708	36,802	43,554
2035	Dental Insurance	3,040	2,329	1,716	2,758
2040	Workers' Compensation	8,642	6,415	9,180	9,381
	Total Personnel Services	$ 394,849	$ 395,852	$ 373,381	$ 431,488
Operating Expense					
3190	Consultant Fees	$ 0	$ 0	$ 0	$ 0
3490	Misc. Contractual Fees	0	0	0	0
4020	Travel and Education	0	0	0	0
4110	Communications	0	0	5,000	5,000
4675	Software Maintenance	0	0	0	0
4945	Refunds	0	0	0	0
4990	Misc. Expenses	0	0	0	0
4999	Unallocated	0	0	2,352	3,525

Proposed Budget for Fiscal Year 2023/24

Fund Title: Restricted Fund Fund/Division Number: 101-3007	Department: Division:	Police Grants/FPRA		
	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense, cont'd.				
5110 Office Supplies	0	0	0	0
5250 Uniforms	4,500	3,250	4,500	4,500
5251 Military Supplies	0	0	2,000	2,000
5430 Law Enforcement Education	0	0	0	0
Total Operating Expense	$ 4,500	$ 3,250	$ 13,852	$ 15,025
Capital Outlay				
6410 Office Equip & Machinery	$ 0	$ 0	$ 0	$ 0
6440 Vehicles	0	0	0	0
Total Capital Outlay	$ 0	$ 0	$ 0	$ 0
Transfers				
9110 Transfer to General	$ 0	$ 0	$ 0	$ 0
Total Transfers	$ 0	$ 0	$ 0	$ 0
TOTAL APPROPRIATIONS	**$ 399,349**	**$ 399,102**	**$ 387,233**	**$ 446,513**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Urban Redevelopment	Department:	Urban Redevelopment
Fund/Division Number: 104-0000	Division:	FPRA

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Taxes					
311 10	Ad Valorem Taxes	$ 7,306,664	$ 7,923,864	$ 9,054,702	$ 11,899,370
	Total Taxes	$ 7,306,664	$ 7,923,864	$ 9,054,702	$ 11,899,370
Licenses and Permits					
329 20	Lot Clearing Permits	$ 671	$ 1,372	$ 0	$ 500
	Total Licenses and Permits	$ 671	$ 1,372	$ 0	$ 500
Intergovernmental					
343 91	Admin Charge - Liens	$292	$3,825	$0	$0
347 54	Marina Dockage	11,496	12,178	11,500	12,300
384 90	Other Grants	0	1,544	0	0
	Total Intergovernmental	$ 11,788	$ 17,547	$ 11,500	$ 12,300
Miscellaneous Revenue					
361 10	Interest on Investments	$ 9,492	$ 377	$ 500	$ 500
362 14	Leases	210,300	333,286	200,000	300,000
363 10	Liens	5,156	0	3,500	1,000
369 31	Reimburse of Expenditures	300	508	1,000	500
369 45	Sale of Surplus Land	0	0	0	0
369 90	Other Misc. Revenues	0	0	500	500
	Total Miscellaneous Revenues	$ 225,248	$ 334,170	$ 205,500	$ 302,500
Transfers					
	Transfer from General Fund	$ 0	$ 0	$ 0	$ 0
	Transfer from Construction Fund	0	0	0	0
	Transfer from Restricted Fund	0	0	0	0
	Total Transfers	$ 0	$ 0	$ 0	$ 0
	Total Revenues	**$ 7,544,371**	**$ 8,276,953**	**$ 9,271,702**	**$ 12,214,170**
Fund Balance Appropriation		0	0	0	0
	TOTAL RESOURCES	**$ 7,544,371**	**$ 8,276,953**	**$ 9,271,702**	**$ 12,214,170**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Urban Redevelopment	**Department:**	**Urban Redevelopment**	
Fund/Division Number: 104-0000	**Division:**	**FPRA**	

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Police Officer	0	0	0	0
Redevelopment Specialist	0	0	0	0
Total Budgeted Staffing Level	0	0	0	0

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 0	$ 0	$ 0	$ 0
1030	Accrued Compensation	0	0	0	0
1040	Overtime	0	0	0	0
2010	FICA Taxes	0	0	0	0
2020	Retirement/General	0	0	0	0
2030	Life & Health Insurance	0	0	0	0
2035	Dental Insurance	0	0	0	0
2040	Workers' Compensation	0	0	0	0
	Total Personnel Services	$ 0	$ 0	$ 0	$ 0
Operating Expense					
3120	Legal Fees	$ 1,536	$ 0	$ 0	$ 0
3190	Consultant Fees	0	147,940	0	0
3200	Accounting & Auditing	8,000	8,000	8,250	9,000
3440	Demolition	0	21,730	0	0
3468	Marina Operation	5,143	5,247	5,500	6,000
3490	Contractual Fees	96,942	232,232	600,000	500,000
4020	Travel & Education	0	4,278	0	10,000
4110	Communications	0	0	0	0
4120	Freight and Postage	0	0	500	600
4310	Utilities	23,112	32,574	25,000	30,000
4410	Equipment Rental	15,277	3,693	0	0
4430	Land Lease	0	84,255	56,000	60,000
4510	Insurance	114,200	130,270	95,000	192,000
4620	Site Maintenance	9,870	86,630	100,000	125,000
4650	Vehicle Maintenance	0	0	0	0
4651	Vehicle Parts	0	0	0	0
4675	Software Maintenance	0	0	0	0
4720	Outside Printing	0	0	0	0
4810	Advertising	61	880	2,000	5,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: Community Redevelopment	Department:	Urban Redevelopment
Fund/Division Number: 104-0000	Division:	FPRA

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense, cont'd					
4911	Loan Interest	0	0	0	0
4940	Bad Debts	0	0	0	0
4960	Administrative Fees	145,000	175,000	175,000	175,000
4980	Contingency	0	0	110,561	86,792
4985	Real Estate Taxes	36,259	36,753	45,000	45,000
4990	Miscellaneous Expenses	750	1,451	50,000	10,000
5110	Office Supplies	0	0	0	0
5120	EDP Supplies	0	0	0	0
5210	Gas and Oil	0	47	0	0
5410	Books, Pubs, Subscriptions & Mbrshp	1,870	2,045	2,000	2,500
	Total Operating Expense	$ 458,020	$ 973,026	$ 1,274,811	$ 1,256,892
Capital Outlay					
6100	Land	$ 0	$ 0	$ 0	$ 0
6200	Buildings	5,928	0	1,130,000	1,150,000
6310	Roads & Bridges	0	0	0	1,750,000
6320	Other improvements	30,600	43,120	40,000	400,000
6410	Office Equip & Machinery	12,318	23,738	0	0
	Total Capital Outlay	$ 48,845	$ 66,858	$ 1,170,000	$ 3,300,000
Other Programs & Projects					
8340	Other Grants & Aids	$ 28,294	$ 13,400	$ 300,000	$ 400,000
8347	School Resorce Officers	217,253	250,875	425,000	525,000
8392	Youth Activities	20,000	20,000	50,000	0
	Total Programs & Projects	$ 265,547	$ 284,275	$ 775,000	$ 925,000
Transfers					
90 01	General-Debt Service (2010B)	$ 2,488,308	421,376	$ 0	$ 0
90 01	General-Debt Service/(2019A)	0	2,067,525	2,065,500	2,065,050
9118	Debt Service 2015A	1,620,840	1,619,200	1,621,440	1,622,400
9119	Debt Service 2015B	891,760	896,600	0	0
9120	Debt Service 2020B2-Land	248,376	247,251	150,264	0
9121	Debt Service 2021	0	0	829,200	836,000
9166	Sunrise Theatre	675,000	450,000	450,000	500,000
9167	General	500,000	581,945	844,500	1,262,315
9184	Special Revenue Fund	191,016	0	0	0
9189	Police Grants/FPRA	0	115,115	90,987	446,513
	Total Transfers	$ 6,615,300	$ 6,399,012	$ 6,051,891	$ 6,732,278
	TOTAL APPROPRIATIONS	**$ 7,387,711**	**$ 7,723,171**	**$ 9,271,702**	**$ 12,214,170**

Proposed Budget for Fiscal 2023/24

Fund Title: Department of Urban Redevelopment	Department: CDBG & SHIP
Fund/Division Number: 103 & 105	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
CDBG REVENUE					
331 90	Entitlement Grant	$ 171,698	$ 500,396	$ 541,184	$ 564,875
334 50	Program Income	0	0	0	0
361 39	Other Interest Earnings	3,484	82	500	500
366 00	Contributions from Private Sources	0	0	0	0
369 31	Reimbursement of Expenditures	0	8,368	5,000	5,000
	CDBG Carry Over Funding	618,606	42,142	470,704	366,304
	Total REVENUE	**$ 793,787**	**$ 550,987**	**$ 1,017,388**	**$ 936,679**
TRANSFERS					
369 41	Contractual Svc./CDBG	$ 99,506	$ 0	$ 0	$ 0
369 42	Contractual Svc./SHIP	102,655	0	0	0
369 43	Contractual Svc./Grants Admin.	0	37,500	0	0
369 30	Settlement	70,292	0	0	0
381 10	Transfer from General	0	100,000	60,000	100,000
381 11	Transfer from FPRA	0	0	0	0
	Total TRANSFERS	**$ 272,453**	**$ 137,500**	**$ 60,000**	**$ 100,000**
	Total CDBG REVENUE	**$ 1,066,240**	**$ 688,487**	**$ 1,077,388**	**$ 1,036,679**

Proposed Budget for Fiscal 2023/24

Fund Title: Department of Urban Redevelopment	Department: CDBG & SHIP
Fund/Division Number: 103 & 105	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Grants Administration Manager	1	1	1	1
Grant Writer	1	1	1	1
Community Resource Specialist	1	1	1	1
Reporting & Grants Specialist	1	1	1	1
Administrative Assistant	0	0	1	1
Total Budgeted Staffing Level	**4**	**4**	**5**	**5**

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
10 10	Salaries and Wages	$ 142,132	$ 141,632	$ 298,756	$ 309,315
10 30	Accrued Compensation	5,555	0	500	500
10 40	Overtime	0	1,211	0	0
20 10	FICA Taxes	10,643	10,292	22,893	23,701
20 20	Retirement	22,400	24,225	51,263	54,403
20 30	Life & Health Insurance	28,530	22,554	49,879	29,375
20 35	Dental Insurance	1,613	1,146	2,426	1,145
20 40	Workers' Compensation	332	465	479	465
	Total Personnel Services	**$ 211,205**	**$ 201,526**	**$ 426,196**	**$ 418,904**
CDBG Department Expenditures					
	Administrative				
32 00	Accounting & Auditing	810	0	850	875
34 90	Administrative-Contractual	33,943	79,223	0	0
49 60	Administrative Expenses	52,309	27,034	55,000	55,000
	Rehabilitation Department				
83 10	Housing Rehabilitation	$ 0	$ 25,227	$ 0	$ 45,000
83 30	Senior Citizens Housing	0	0	0	0
83 40	Other Grants & Aids	330,832	3,700	40,000	50,000
83 45	Weatherization	0	0	20,000	0

Proposed Budget for Fiscal 2023/24

Fund Title: Department of Urban Redevelopment	Department: CDBG & SHIP
Fund/Division Number: 103 & 105	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
	Neighborhood Revitalization				
83 80	Lincoln Park Mainstreet	$ 50,000	$ 37,500	$ 50,000	$ 50,000
83 80	Fort Pierce Mainstreet	50,000	37,500	50,000	50,000
83 83	Lincoln Park/Orange Ave. Business Dev	0	0	0	0
83 86	Local Art/Cultural Heritage	0	21,717	45,000	46,900
86 86	FPAT	0	0	0	0
83 87	Commercial Facades	0	0	30,000	0
	Economic Development				
83 88	Micro-Bus/Economic Development	$ 0	$ 51,201	$ 90,000	$ 60,000
83 88	Job Fair & Lincoln Park Business Expo	0	0	20,000	20,000
	Public Service				
83 97	Public Facility Improvements	$ 0	$ 463	$ 50,000	$ 80,000
83 97	Public Amenities	0	0	60,000	0
83 88	Public Service Agencies	0	19,040	0	50,000
83 98	Youth and Children Projects	0	0	0	0
	Total Operating Expenditures	**$ 517,895**	**$ 302,605**	**$ 510,850**	**$ 507,775**
	Grants-Programs & Projects				
83 10	Housing Rehabilitation (Roll-over)	$ 0	0	40,000	40,000
83 41	Commercial Façade (Roll-over)	0	0	25,000	25,000
83 83	Micro-Bus/Economic Development	0	0	20,000	20,000
83 86	Local Art/Cultural Heritage	0	0	0	0
83 98	Public Service	0	0	23,000	25,000
83 99	COVID19 Projects	337,140	180,000	0	0
	Administrative Expenses	0	0	32,342	0
	Total Roll-Over Expenditures	**$ 337,140**	**$ 180,000**	**$ 140,342**	**$ 110,000**
	Capital				
63 10	Road & Bridge Improvement	$ 0	$ 0	$ 0	$ 0
63 20	Other Improvements	0	0	0	0
64 10	Office Equipment & Machinery	0	4,356	0	0
64 45	Other Equipment	0	0	0	0
99 99	Unencumbered	0	0	0	0
	Total Capital	**$ 0**	**$ 4,356**	**$ 0**	**$ 0**
	TOTAL CDBG APPROPRIATIONS	**$ 1,066,240**	**$ 688,487**	**$ 1,077,388**	**$ 1,036,679**

Proposed Budget for Fiscal 2023/24

Fund Title: Department of Urban Redevelopment Fund/Division Number: 103 & 105	Department: CDBG & SHIP Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
SHIP REVENUES					
344 90	SHIP	$ 0	$ 497,670	$ 460,127	$ 549,324
33490	COVID19 Relief Funds	0	0	0	0
334 50	Program Income	5,000	50	1,000	1,000
361 10	Interest on Investments	500	40	100	100
369 90	Other Misc. Revenues	0	34,510	0	0
381 90	Program Income HHR	0	8,851	0	0
	Carry Over Funding	325,000	(269,853)	0	0
	Total SHIP Revenue	**$ 330,500**	**$ 271,268**	**$ 461,227**	**$ 550,424**
SHIP EXPENDITURES					
Total Operating Expenses		$ 25,000	$ 1,083	$ 46,013	$ 54,932
Total COVID19 Expenses		0	0	0	0
Total Grants-Programs &Projects		305,500	270,185	415,214	495,492
	TOTAL SHIP APPROPRIATIONS	**$ 330,500**	**$ 271,268**	**$ 461,227**	**$ 550,424**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Department of Urban Redevelopment	Department:
Fund/Division Number:	Division: Grants Administration

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants					
334 50	Program Income	$ 17,110	$ 135,737	$ 0	$ 0
	Total Intergovernmental	$ 17,110	$ 135,737	$ 0	$ 0
Miscellaneous Revenue					
361 10	Interest on Investments	$ 1,036	($13)	$ 500	$ 500
361 38	HHRP Loan	2,444	2,629	2,000	2,000
369 31	Reimb. Of Expenditures	0	450	0	0
369 40	Contractual Svcs./Allegany(AFM)	0	0	0	0
369 90	Other Misc. Revenues	0	0	0	0
	Carry Forward Funding	0	0	429,385	530,000
	Total Miscellaneous Revenues	$ 3,480	$ 3,066	$ 431,885	$ 532,500
Interfund Transfers					
381 10	General Fund	$ 0	$ 0	$ 0	$ 0
381 91	FPRA	0	0	0	0
	Total Interfund Transfers	$ 0	$ 0	$ 0	$ 0
	Total Revenues	**$20,590**	**$ 138,803**	**$ 431,885**	**$ 532,500**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Department of Urban Redevelopment	Department:
Fund/Division Number:	Division: Grants Administration

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Lincoln Park Revitalization Coordinator	0	0	0	0
Total Budgeted Staffing Level	**0**	**0**	**0**	**0**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services				
10 10 Salaries and Wages	$ 0	$ 0	$ 0	$ 0
10 30 Accrued Compensation	0	0	0	0
10 40 Overtime	0	0	0	0
20 10 FICA Taxes	0	0	0	0
20 20 Retirement	0	0	0	0
20 30 Life & Health Insurance	0	0	0	0
20 35 Dental Insurance	0	0	0	0
20 40 Workers' Compensation	0	0	0	0
Total Personnel Services	**$ 0**	**$ 0**	**$ 0**	**$ 0**
Operating Expense				
3120 Legal Fees	$ 0	$ 0	$ 0	$ 0
4020 Travel & Education	0	0	0	0
4120 Freight and Postage	0	0	100	100
4810 Advertising	0	0	0	0
4960 Administrative Fees	22,400	0	2,400	2,400
4965 Escrow Expenses	0	0	0	0
4990 Miscellaneous Expenses	0	100	0	0
Programs & Projects	0	0	429,385	530,000
Total Operating Expense	$ 22,400	$ 100	$ 431,885	$ 532,500
Interfund Transfers				
Transfer to CDBG	$ 0	$ 37,500	$ 0	$ 0
Transfer to SHIP	0	0	0	0
Total Interfund Transfers	$ 0	$ 37,500	$ 0	$ 0
TOTAL APPROPRIATIONS	**$ 22,400**	**$ 37,600**	**$ 431,885**	**$ 532,500**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Marina Fund/Division Number: 401-0000		Department: Marina Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants					
331 50	Disaster Relief/Federal	$0	$0	$0	$0
334 39	Physical Environmental Grant	0	0	0	243,750
334 50	Disaster Relief/State	0	0	0	0
	Total Grants	$ 0	$ 0	$ 0	$ 243,750
Charges for Services					
347 54	Dockage	$ 1,383,774	$ 1,516,009	$ 1,500,000	$ 1,700,000
347 55	Transient Dockage	664,323	743,193	650,000	975,000
	Total Charges for Services	$ 2,048,098	$ 2,259,202	$ 2,150,000	$ 2,675,000
Miscellaneous Revenue					
361 10	Interest Earnings	$ 2,607	$ 108	$ 5,000	$ 2,500
361 33	Other Investment Interest	0	0	0	0
362 14	Leases	4,318	2,331	3,500	3,500
362 16	Crabby's Lease	207,472	195,969	207,000	200,000
369 31	Reimburse of Expenditures	0	0	0	0
369 49	Misc Revenues	12,000	12,375	0	12,000
369 85	Settlement of Claims	0	0	0	0
369 90	Other Misc. Revenue	3,788	6,771	7,000	7,000
369 91	Gas and Oil Sales	1,348,251	2,044,481	1,600,000	2,300,000
369 92	Electric Utility Sales	178,334	134,490	180,000	150,000
369 93	Utility Fees	19,837	68,869	10,000	65,000
369 94	Soda, Candy & Ice Sales	236,319	231,396	205,000	235,000
369 96	Late Payment Charges	2,597	1,480	3,500	3,500
369 97	Live Aboards	82,374	84,736	78,000	85,000
369 98	Other Miscellaneous Revenues	18,726	15,255	17,500	17,500
	Total Miscellaneous Revenue	$ 2,116,623	$ 2,798,261	$ 2,316,500	$ 3,081,000
	Total Revenue	$ 4,164,721	$ 5,057,464	$ 4,466,500	$ 5,999,750
	Appropriated Retained Earnings	(204,975)		344,165	676,543
	TOTAL RESOURCES	**$ 3,959,746**	**$ 5,057,464**	**$ 4,810,665**	**$ 6,676,293**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Marina	**Department: Marina**
Fund/Division Number: 401-0000	**Division:**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Marina Director	1	1	1	1
Senior Accounting Analyst	1	1	1	1
Operations Supervisor	1	1	1	1
Assistant Dockmaster	2	2	2	2
Concierge Retailer	1	1	1	1
Dock Attendant	1	1	1	1
Storekeeper (FT)	0	0	1	1
Marine Waterways Enforcement Officer	0	0	0	2
Maintenance Technician	0	0	0	1
Total Budgeted Staffing Level	7	7	8	11

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 280,180	$ 318,927	$ 407,536	$ 580,910
1030	Accrued Compensation	3,536	3,830	6,000	6,000
1040	Overtime	2,996	3,830	5,000	5,000
2010	FICA Taxes	22,080	24,957	32,431	45,694
2020	Retirement Contributions	40,010	47,529	62,324	94,628
2030	Life & Health Insurance	39,201	45,343	65,884	106,993
2035	Dental Insurance	2,411	2,404	3,258	4,181
2040	Workers' Comp.	12,004	11,113	9,814	12,835
	Total Personnel Services	$ 402,419	$ 457,933	$ 592,246	$ 856,240
Operating Expense					
3120	Legal Fees	$ 0	$ 0	$ 3,000	$ 3,000
3190	Consulting Fees	0	0	0	0
3200	Accounting & Auditing	2,861	2,834	3,000	3,100
3490	Misc. Contract Services	21,136	18,220	180,000	111,250
3495	Temp Employee Svc	225,064	310,261	250,000	375,000
4010	Car Allowance	4,200	4,200	5,400	5,400
4020	Travel & Education	196	0	5,000	12,000
4110	Communications	29,072	25,149	35,000	35,000
4120	Freight and Postage	949	959	1,500	1,500

Proposed Budget for Fiscal Year 2023/24

Fund Title: Marina	Department: Marina
Fund/Division Number: 401-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4310	Utilities	146,378	165,076	148,000	175,000
4410	Equipment Rental	2,092	4,129	3,000	4,500
4430	Land Lease	6,330	49,753	45,000	50,000
4510	Insurance & Fidelity Bond	524,674	655,507	550,000	750,000
4540	FLC Liability & Property	0	0	0	0
4610	Building Maintenance	11,308	8,066	25,000	25,000
4620	Restroom/Laundry Maint.	0	0	4,500	4,500
4630	Pier Maintenance	47,341	36,835	60,000	60,000
4650	Vehicle Maintenance	96	481	900	900
4651	Vehicle Parts	409	854	700	700
4660	Equipment Maintenance	12,080	12,382	13,000	13,000
4670	Computer Maintenance	0	0	2,500	2,500
4675	Software Maintenance	31,160	31,352	37,000	37,000
4710	Reproduction	2,406	1,652	1,500	1,500
4810	Advertising	22,764	33,033	40,000	40,000
4920	Cost of Goods Sold Fuel	1,050,122	1,739,290	1,250,000	1,500,000
4930	Cost of Goods Sold	122,080	116,547	115,000	120,000
4940	Bad Debt Expense	4,480	0	10,000	5,000
4960	Administrative Charges	154,498	191,338	140,000	200,000
4970	Inventory Adjustment	0	936	2,500	2,500
4975	Taxes	18,302	18,232	40,000	20,000
4990	Miscellaneous Expense	36,584	105	5,000	5,000
5110	Office Supplies	4,575	5,149	5,000	5,000
5120	EDP Supplies	60	17	500	500
5150	Misc. Equipment	36,465	3,354	20,500	20,500
5210	Gas and Oil	757	891	1,000	1,000
5230	Cleaning Supplies	15,066	14,814	16,000	16,000
5231	Safety Supplies	0	0	1,000	1,000
5232	Other Supplies	0	479	500	500
5241	Horticultural Supplies	516	3,693	1,500	3,500

Proposed Budget for Fiscal Year 2023/24

Fund Title: Marina	Department: Marina
Fund/Division Number: 401-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
5250	Uniforms	1,322	36	2,500	2,500
5260	Expendable Tools	2,283	3,806	2,500	2,500
5410	Books,Pubs,Subscriptions&Mbrshp	580	1,090	1,500	1,500
5900	Depreciation	1,133,154	1,104,745	1,133,154	1,104,745
	Total Operating Expense	$ 3,671,359	$ 4,565,266	$ 4,162,154	$ 4,722,595
Capital Outlay					
6200	Building	$ 20,237	$ 0	$ 0	$ 28,000
6310	Other Improvements	0	20,022	80,000	975,000
6320	Other Structures Facility	17,613	0	15,000	0
6360	Hurricane Improvements	0	0	5,000	10,000
6410	Office Equip & Machinery	7,069	3,354	6,000	4,000
6420	Furniture & Furnishings	0	0	1,500	1,500
6445	Other Equipment	31,058	0	15,000	225,000
	Total Capital Outlay	$ 75,977	$ 23,376	$ 122,500	$ 1,243,500
Debt Service					
7010	Principal	$ 458,670	$ 468,061	$ 478,946	$ 488,595
7020	Interest	195,386	194,420	184,754	173,107
7030	Other Debt Service Cost	28,806	26,809	25,000	25,000
	Total Debt Service	$ 682,863	$ 689,290	$ 688,700	$ 686,702
Non-Operating Expenses					
9110	Transfer to General	$ 250,000	$ 250,000	$ 275,000	$ 275,000
9200	Loan Principal	0	0	102,068	0
9300	Loan Interest	10,281	5,653	1,152	0
	Total Non-Operating Expenses	$ 260,281	$ 255,653	$ 378,219	$ 275,000
	TOTAL APPROPRIATIONS	**$ 5,092,900**	**$ 5,991,519**	**$ 5,943,819**	**$ 7,784,038**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Solid Waste	Department: Solid Waste
Fund/Division Number: 402-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants					
331 50	Disaster Relief/Federal	$ 0	$ 0	$ 0	$ 0
331 50	Disaster Relief/State	0	0	0	0
	Total Grants	$ 0	$ 0	$ 0	$ 0
Charges for Services					
343 40	Residential Service	$ 3,355,776	$ 3,416,488	$ 3,500,000	$ 3,650,000
343 41	Commercial Service	4,012,237	4,146,509	4,250,000	4,575,000
343 43	Commercial Trash	101,291	101,291	100,000	101,300
343 44	Recycling/Billing	406,937	415,238	400,000	400,000
343 45	Other Income	0	0	0	0
343 46	Recycling Program	18,989	9,733	3,500	3,500
	Total Charges for Services	$ 7,895,230	$ 8,089,259	$ 8,253,500	$ 8,729,800
Miscellaneous Revenue					
361 10	Interest on Investments	$ 884	$ 43	$ 1,000	$ 1,000
361 20	Interest of SBA	0	0	0	0
364 41	Sale of Surplus	0	0	0	0
366 90	Contributions/Private Sources	0	66,674	0	0
369 85	Settlement of Claims	0	0	0	0
369 90	Miscellaneous Revenue	0	2,742	0	0
	Total Miscellaneous Revenue	$ 884	$ 69,459	$ 1,000	$ 1,000
	Total Revenues	$ 7,896,114	$ 8,158,718	$ 8,254,500	$ 8,730,800
	Appropriated Retained Earnings	(27,955)	429,730	502,667	572,859
	TOTAL RESOURCES	**$ 7,868,159**	**$ 8,588,448**	**$ 8,757,167**	**$ 9,303,659**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Solid Waste	**Department: Solid Waste**
Fund/Division Number: 402-0000	**Division:**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Public Works Director	1	1	1	1
Deputy Public Works Director	1	1	1	1
Fleet Manager	1	1	1	1
Division Manager	1	1	1	1
Operations Manager-Fleet	1	1	1	1
Executive Assistant	1	1	1	1
Engagement & Outreach Coordinator	0	0	1	1
Administrative Assistant	1	1	1	2
Lead Sanitation Driver	0	0	0	2
Sanitation Driver	20	22	22	22
Maintenance Worker	2	4	4	4
Master Mechanic	1	1	1	1
Garage Foreman	0	0	1	1
Diesel Mechanic	3	3	2	3
Inspector	1	1	1	1
Total Budgeted Staffing Level	34	38	39	43

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 1,254,369	$ 1,454,790	$ 1,901,838	$ 2,296,440
1030	Accrued Compensation	56,737	12,150	14,700	14,700
1040	Overtime	125,560	173,856	50,000	50,000
2010	FICA Taxes	107,672	122,601	150,440	180,325
2020	Retirement Contributions	194,187	222,401	287,439	345,162
2030	Life & Health Insurance	269,526	290,974	400,363	470,525
2035	Dental Insurance	16,844	18,046	20,812	20,475
2040	Workers' Comp.	86,039	108,100	81,570	85,718
	Total Personnel Services	$ 2,110,934	$ 2,402,917	$ 2,907,162	$ 3,463,345

Proposed Budget for Fiscal Year 2023/24

Fund Title: Solid Waste	Department: Solid Waste
Fund/Division Number: 402-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense					
3200	Accounting & Auditing	$ 6,981	$ 6,612	$ 7,000	$ 7,000
3420	U.A. Customer Service Admin.	187,200	202,800	187,200	187,200
3430	Landfill Contract	2,144,703	1,923,534	2,125,000	2,250,000
3490	Misc. Contract Services	161,568	222,822	250,000	250,000
3495	Temp Employee Svcs	507,891	491,415	250,000	250,000
4010	Car Allowance	8,400	8,400	10,800	10,800
4020	Travel & Education	4,673	9,128	7,500	10,000
4110	Communications	17,439	22,526	50,000	50,000
4120	Freight and Postage	0	81	500	500
4310	Utilities	15,219	19,246	16,000	16,000
4410	Equipment Rental	10,232	3,326	50,000	50,000
4510	Insurance & Fidelity Bond	189,269	186,133	200,000	276,864
4550	Liability & Property Claims	0	0	0	0
4650	Vehicle Maintenance	3,922	3,882	5,000	5,000
4651	Vehicle Parts	356,748	455,204	300,000	350,000
4652	Tires, Tubes & Batteries	196,481	196,538	30,000	250,000
4653	Unforeseeable	4,374	0	15,000	15,000
4660	Equipment Maintenance	2,309	31,732	35,000	35,000
4670	Computer Maintenance	0	0	500	500
4675	Software Maintenance	10,207	11,088	15,000	15,000
4680	Radio Maintenance	0	0	0	0
4710	Reproduction	2,165	493	2,500	2,500
4810	Advertising	2,550	4,387	6,750	6,750
4950	Settlement of Claims	0	0	0	0
4960	Administrative Charges	80,000	80,000	80,000	80,000
4990	Miscellaneous Expense	3,920	12,960	10,000	10,000
5110	Office Supplies	3,202	5,740	5,000	5,000
5120	EDP Supplies	0	0	200	200
5150	Miscellaneous Equip Expense	9,698	17,250	10,000	10,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: Solid Waste	Department: Solid Waste
Fund/Division Number: 402-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
5210	Gas and Oil	275,224	469,366	600,000	600,000
5232	Other Supplies	8,474	11,193	6,000	6,000
5242	Chemicals	6,139	5,578	10,000	10,000
5250	Uniforms	21,403	18,873	25,000	25,000
5260	Expendable Tools	220	723	1,000	5,000
5410	Books,Pubs,Subscriptions&Mbrshp	1,000	880	1,000	1,000
5900	Depreciation	816,057	775,074	816,057	775,074
	Total Operating Expense	$ 5,057,668	$ 5,196,982	$ 5,128,007	$ 5,565,388
Capital Outlay					
6200	Buildings	$ 0	$ 0	$ 0	$ 0
6320	Other Improvements	0	0	0	0
6410	Office Equip & Machinery	2,065	0	0	0
6420	Furniture & Furnishings	0	0	0	0
6430	Heavy Equipment	0	0	0	0
6445	Other Equipment	190,568	241,036	150,000	0
	Total Capital Outlay	$ 192,633	$ 241,036	$ 150,000	$ 0
Non-Operating Expense					
9110	Transfer to General	$ 511,100	$ 948,096	$ 800,000	$ 500,000
9166	Transfer to Sunrise Theatre	225,000	0	0	0
9200	Capital Loan Payment	545,273	487,925	550,000	550,000
9200	Debt Service/Radios	41,607	62,617	38,055	0
9300	Loan Interest	0	23,950	0	0
	Total Non-Operating Expense	$ 1,322,980	$ 1,522,587	$ 1,388,055	$ 1,050,000
	TOTAL APPROPRIATIONS	**$ 8,684,216**	**$ 9,363,522**	**$ 9,573,224**	**$ 10,078,733**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Golf Course	Department: Golf Course
Fund/Division Number: 405-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Charges for Services					
347 20	Membership Dues	$ 30,684	$ 31,558	$ 38,000	$ 43,000
347 22	Other Memberships	1,710	1,668	2,000	9,000
347 24	Golf Fees	979,992	984,447	1,125,000	1,150,000
347 24	Adjustment Golf Fees	(5,188)	(4,610)	0	0
347 25	Driving Range	25,192	27,318	32,000	40,000
	Total Charges for Services	$ 1,032,391	$ 1,040,381	$ 1,197,000	$ 1,242,000
Miscellaneous Revenue					
361 10	Interest Earnings	$ 28	$ 0	$ 0	$ 0
369 25	Pro Shop Merchandise	68,881	62,992	75,000	75,000
369 31	Reimbursement of Expenses	10,299	930	6,000	6,000
369 70	Events	0	0	0	0
369 80	Food	15,805	10,484	17,000	20,000
369 85	Settlement of Claims	0	0	0	0
369 89	Alcoholic Beverages	59,820	59,629	65,000	80,692
369 90	Misc Revenues	2,755	4,683	20,000	22,000
369 94	Snacks & Beverages	22,121	21,172	25,000	40,000
369 98	Other Misc Revenues	0	0	17,665	28,000
	Total Miscellaneous Revenue	$ 179,709	$ 159,889	$ 225,665	$ 271,692
	Total Revenues	$ 1,212,100	$ 1,200,270	$ 1,422,665	$ 1,513,692
Transfers					
381 01	Transfer from General Fund	$ 0	$ 0	$ 0	$ 0
382 50	Transfer from Solid Waste	0	0	0	0
	Total Transfers	$ 0	$ 0	$ 0	$ 0
	Appropriated Retained Earnings	0	(21,483)	0	
	TOTAL RESOURCES	**$ 1,212,100**	**$ 1,178,787**	**$ 1,422,665**	**$ 1,513,692**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Golf Course	**Department: Golf Course**
Fund/Division Number: 405-0000	**Division:**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Golf Course Manager	1	1	1	1
Golf Pro	2	2	1	1
Superintendent	0	1	1	1
Assistant Superintendant	0	1	0	1
Lead Grounds Keeper	0	0	1	0
Total Budgeted Staffing Level	3	5	4	4

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 168,476	$ 211,327	$ 258,044	$ 274,201
1030	Accrued Compensation	2,761	3,126	1,400	1,400
1040	Overtime	516	0	0	0
2010	FICA Taxes	12,905	16,159	19,847	21,083
2020	Retirement Contributions	28,686	36,996	44,443	48,396
2030	Life & Health Insurance	33,384	32,353	34,929	43,456
2035	Dental Insurance	1,555	1,550	2,048	1,788
2040	Workers' Comp.	3,275	6,795	4,670	4,024
	Total Personnel Services	$ 251,557	$ 308,306	$ 365,382	$ 394,348
Operating Expense					
3190	Consultant Fees	$ 0	$ 0	$ 0	$ 0
3200	Accounting & Auditing	2,032	2,125	2,100	2,100
3440	Aquatic Weed Control	0	0	8,500	9,000
3490	Contractual Fees	595,096	4,856	0	0
3495	Temp Employee Svcs	99,129	128,681	264,992	165,622
4110	Communications	22,123	19,401	17,000	17,000
4120	Freight and Postage	0	79	500	500
4310	Utilities	62,040	81,922	47,000	85,000
4410	Equipment Rental-Golf Carts	46,800	47,799	54,000	58,000
4420	Land Lease	56,197	42,990	57,000	57,000
4510	Insurance & Fidelity Bond	64,277	73,594	75,000	91,572

Proposed Budget for Fiscal Year 2023/24

Fund Title: Golf Course		Department: Golf Course			
Fund/Division Number: 405-0000		Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense cont'd.					
4610	Building Maintenance	520	0	0	0
4620	Building Supplies	852	0	1,500	1,500
4630	Irrigation Maintenance	7,129	521	26,000	15,000
4651	Vehicle Parts	0	0	0	0
4660	Equipment Maintenance	1,123	0	10,000	10,000
4670	Computer Maintenance	0	0	3,550	3,550
4675	Software Maintenance	14,362	15,020	18,000	18,000
4810	Advertising	14,491	0	7,000	7,500
4925	Cost of Events	0	0	0	0
4930	Cost of Goods Sold	17,985	0	14,000	14,000
4932	Liquor Expense	28,248	0	28,000	33,000
4935	Merchandise CGS	42,505	0	40,000	43,000
4940	Bad Debt Expense	0	0	0	0
4960	Administrative Charges	66,286	68,527	67,000	67,000
4976	License and Fees	903	867	1,000	1,000
4980	Over/Short Expense	(23)	(17)	0	0
4985	Taxes	5,836	5,836	6,000	6,000
4990	Miscellaneous Expense	5	0	0	0
5110	Office Supplies	927	1,015	1,000	1,000
5120	EDP Supplies	0	0	0	0
5150	Misc Equipment Expense	496	289	0	0
5210	Gas and Oil	39,362	2,796	36,000	39,000
5231	Safety Supplies	1,161	0	0	0
5232	Other Supplies	8,605	0	5,500	5,500
5235	Maintenance Supplies	0	0	0	0
5240	Golf Supplies	4,755	0	4,500	4,500
5241	Horticultural Supplies	0	0	1,000	1,000
5242	Chemicals	7,000	0	75,000	75,000
5243	Turf Supplies	0	0	6,000	6,000
5244	Fertilizer	0	0	75,000	165,000
5250	Uniforms	818	0	2,000	1,500
5410	Books,Pubs,Subscriptions&Mbrshp	2,605	1,720	4,000	3,500
5900	Depreciation	139,941	142,936	140,000	142,936
	Total Operating Expense	$ 1,353,587	$ 640,956	$ 1,098,142	$ 1,150,280

Proposed Budget for Fiscal Year 2023/24

Fund Title: Golf Course Fund/Division Number: 405-0000		Department: Golf Course Division:			
		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Capital Outlay					
6200	Buildings	$ 0	$ 6,500	$ 0	$ 0
6320	Other Structures Facility	0	0	0	20,000
6410	Office Equip & Machinery	496	3,157	10,000	0
6420	Furniture & Furnishings	0	0	0	0
6445	Other Equipment	20,000	302,470	2,500	0
	Total Capital Outlay	$ 20,496	$ 312,127	$ 12,500	$ 20,000
Non-Operating Expense					
9110	Transfer to General	$ 0	$ 0	$ 0	$ 0
9180	Equipment Leases	0	52,113	82,000	83,000
9300	Loan Principal	4,597	0	4,597	0
9010	Loan Interest	44	8,221	44	9,000
	Total Non-Operating Expense	$ 4,641	$ 60,334	$ 86,641	$ 92,000
	TOTAL APPROPRIATIONS	**$ 1,630,282**	**$ 1,321,723**	**$ 1,562,665**	**$ 1,656,628**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Sunrise Theatre	Department: Sunrise Theatre
Fund/Division Number: 406-0000	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants				
331 00 00 Federal Grants	$ 1,096,610	$ 548,305	$ 0	$ 0
334 70 10 State Grant/DCF	31,794	0	112,500	75,000
Total Grants	$ 1,128,404	$ 548,305	$ 112,500	$ 75,000
Charges for Services				
347 56 10 Ticket Sales	$ 212,374	$ 1,012,144	$ 1,350,000	$ 1,250,000
347 56 11 Ticket Sales - Rentals	223,569	863,155	800,000	800,000
347 56 15 Ticket Handling Fees	56,954	207,661	160,000	190,000
347 56 50 Sponsorship Fees	0	23,000	35,000	35,000
347 56 80 Memberships	53,600	83,858	125,000	125,000
347 56 90 Donations & Pledges	7,184	41,594	25,000	25,000
Total Charges for Services	$ 553,681	$ 2,231,412	$ 2,495,000	$ 2,425,000
Miscellaneous Revenue				
361 10 00 Interest Earning	$ 0	$ 113	$ 0	$ 0
362 14 00 Rents and Royalties	60,988	163,109	55,000	50,000
369 31 00 Reimb. of Expenditures	41	1,457	10,000	10,000
369 70 00 Events	0	19,075	25,000	25,000
369 89 00 Packaged Sales	56,560	163,782	150,000	150,000
369 90 00 Miscellaneous Revenues	269	308	250	250
369 95 00 Commission/Tips/Merch.	0	11,241	7,500	6,500
369 96 00 Late Payment Charges	0	0	0	0
Total Miscellaneous Revenues	$ 117,858	$ 359,084	$ 247,750	$ 241,750
Other Resources				
381 01 00 Transfer from General	$ 11,496	$ 0	$ 0	$ 0
381 91 00 Transfer from FPRA	675,000	450,000	450,000	500,000
381 89 00 Transfer from Restricted Fund	147,500	794,166	50,000	50,000
381 90 00 Transfer from Restricted Fund-SVOG	0		0	0
382 50 00 Transfer from Solid Waste	225,000	0	0	0
Total Other Resources	$ 1,058,996	$ 1,244,166	$ 500,000	$ 550,000
Appropriated Retained Earnigs	(1,533,110)	(1,238,313)	24,315	49,604
TOTAL RESOURCES	**$ 1,325,830**	**$ 3,144,654**	**$ 3,379,565**	**$ 3,341,354**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Sunrise Theatre	**Department: Sunrise Theatre**
Fund/Division Number: 406-0000	**Division:**

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Executive Director	1	1	1	1
Marketing & Development Manager	1	1	1	1
Technical/Facilities Manager	1	0	1	1
Box House/Operations Manager	1	1	1	1
Facilities Maintenance Technician	0	0	0	1
Box Office Clerk	1	0	0	0
Administrative Assistant	1	0	0	0
Marketing & Public Relations Mgr	0	0	0	0
Executive Assistant	0	0	0	0
Total Budgeted Staffing Level	6	3	4	5

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 168,565	$ 237,302	$ 301,319	$ 361,327
1030	Accrued Compensation	2,246	4,028	6,000	6,000
1040	Overtime	0	269	5,000	5,000
2010	FICA Taxes	13,019	18,367	24,305	28,896
2020	Retirement Contributions	20,037	29,174	40,769	65,381
2030	Life & Health Insurance	22,452	37,170	69,052	66,481
2035	Dental Insurance	1,355	1,744	2,210	2,759
2040	Workers' Comp	6,883	4,970	5,216	5,436
	Total Personnel Services	$ 234,558	$ 333,026	$ 453,871	$ 541,281
Operating Expense					
3120	Legal Fees	$ 0	$ 0	$ 0	$ 0
3200	Accounting & Auditing	4,854	4,345	4,900	5,100
3490	Misc. Contract Services	82,173	274,275	110,000	150,000
3491	Custodial	18,301	31,303	50,000	35,000
3492	House Crew	15,257	36,955	65,000	64,000
3493	Support Staff	51,881	49,322	60,000	55,000
3495	Temp Employee Svc	12,638	38,456	50,000	70,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: Sunrise Theatre	Department: Sunrise Theatre
Fund/Division Number: 406-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
3499	Security	4,527	23,563	20,000	25,000
4010	Car Allowance	4,200	4,200	0	5,400
4020	Travel & Education	100	1,860	7,500	8,000
4040	Hospitality/Entertainment	273	166	1,500	1,500
4043	Food	138	14,758	35,000	30,000
4044	Transportation	0	0	1,000	1,000
4045	Lodging	0	0	1,000	1,000
4110	Communications	28,352	26,769	25,000	25,000
4120	Freight and Postage	235	429	2,500	2,500
4310	Utilities	80,040	130,420	115,000	125,000
4410	Equipment Rental	14,709	15,364	15,000	15,000
4411	Audio Gear	0	0	500	500
4412	Backline	14,000	4,797	15,000	15,000
4413	Lighting	0	0	1,000	1,000
4414	Rigging	0	0	500	500
4415	Visual	0	0	500	500
4450	Theatre	0	0	0	0
4510	Insurance & Fidelity Bond	229,897	266,029	240,000	322,573
4540	FLC Liability & Property	0	4,228	4,000	4,000
4610	Building Maintenance	2,596	15,088	8,000	10,000
4640	A/C Maintenance	2,640	12,616	10,000	15,000
4645	Building Repair Supplies	38	1,263	2,500	3,000
4646	Theatre Supplies	850	1,492	1,500	1,500
4660	Equipment Maintenance	161	0	1,000	1,500
4670	Computer Maintenance	0	0	1,000	2,000
4675	Software Maintenance	4,521	4,309	2,500	4,500
4710	Reproduction	0	0	500	1,000
4720	Outside Printing	0	1,155	2,500	2,500
4810	Advertising	47,404	168,519	300,000	250,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: Sunrise Theatre	Department: Sunrise Theatre
Fund/Division Number: 406-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating Expense contd.					
4925	Cost of Events	62,406	639,390	800,000	800,000
4926	Cost of Events/Rent Reimb	132,992	640,058	140,000	550,000
4932	Packaged Sales	7,689	39,433	35,000	46,000
4933	Concession Supplies	2,362	6,148	7,500	8,000
4940	Bad Debt Expense	0	171	0	0
4945	Refunds	54,283	58,696	0	0
4950	Settlement of Claims	0	0	0	0
4960	Administrative Charges	55,346	104,668	75,000	95,000
4976	Licenses & Fees	2,150	1,215	25,000	25,000
4985	Taxes	0	141	500	500
4980	Contingency	0	0	662,394	0
4990	Miscellaneous Expense	1,591	1,145	1,500	2,000
5110	Office Supplies	1,238	385	5,000	5,000
5120	EDP Supplies	20	227	500	500
5150	Misc Equipment Expense	15,954	8,146	5,000	5,000
5230	Cleaning Supplies	2,598	3,272	6,000	6,500
5410	Books,Publications,Subs&Mbrshp	1,773	2,321	2,500	3,000
5900	Depreciation	551,511	563,338	551,511	563,338
	Total Operating Expense	$ 1,511,699	$ 3,200,435	$ 3,471,805	$ 3,363,411
Capital Outlay					
6200	Other Structures Facilities	$ 0	$ 0	$ 0	$ 0
6320	Other Improvements	120,735	168,556	0	0
6410	Office Equip & Mach	10,348	5,975	0	0
	Total Capital Outlay	$ 131,083	$ 174,532	$ 0	$ 0
Transfers					
9110	Transfer to General	$ 0	$ 0	$ 0	$ 0
	Total Transfers	$ 0	$ 0	$ 0	$ 0
	TOTAL APPROPRIATIONS	**$ 1,877,341**	**$ 3,707,992**	**$ 3,925,676**	**$ 3,904,692**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Building	Department: Building
Fund/Division Number: 420-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Licenses and Permits					
322 10	Permits-Building Dept.	$ 2,395,797	$ 3,996,299	$ 3,250,000	$ 3,250,000
322 20	Inspections	15,240	13,453	15,000	15,000
322 90	Other Permit Fees	1,780,610	2,035,511	1,750,000	1,500,000
329 40	Contractor's License	62,330	64,715	20,000	20,000
	Total Licenses and Permits	$ 4,253,978	$ 6,109,978	$ 5,035,000	$ 4,785,000
Grants					
331 10	General Government	$ 0	$ 0	$ 0	$ 0
	Total Grants	$ 0	$ 0	$ 0	$ 0
Charge for Services					
341 40	Cert, Copying, Rcd Search	($263)	($292)	$ 500	$ 500
341 60	Administration Fees	0	0	0	0
341 61	Demo & Flood Plain Mgmnt	0	0	5,000	5,000
341 94	Credit Card Process Fees	243,144	58,586	30,000	30,000
	Total Charges for Services	$ 242,881	$ 58,295	$ 35,500	$ 35,500
Fines & Forfeits					
354 60	Unlicensed Contracting	$ 2,000	$ 0	$ 0	$ 0
354 70	Violation of Local Ordinance	72,942	45,997	40,000	40,000
	Total Fines & Forfeits	$ 74,942	$ 45,997	$ 40,000	$ 40,000
Miscellaneous Revenue					
361 10	Interest on Investments	$ 6,572	$ 462	$ 10,000	$ 0
361 33	Other Investment Interest	0	0	0	0
369 31	Reimbursement of Expeditures	1,138	0	0	0
369 57	St. Lucie County	105,228	169,517	50,000	80,000
369 90	Other Misc. Revenues	45,113	51,455	50,000	50,000
	Total Miscellaneous Revenues	$ 158,052	$ 221,435	$ 110,000	$ 130,000
	Total Revenues	$ 4,729,852	$ 6,435,704	$ 5,220,500	$ 4,990,500
Interfund Transfers					
381 10	General Fund	$ 0	$ 0	$ 0	$ 0
	TOTAL Interfund Transfers	$ 0	$ 0	$ 0	$ 0
	Appropriated Retained Earnings	(2,042,550)	(3,787,399)	24,495	165,461
	TOTAL RESOURCES	**$ 2,687,302**	**$ 2,648,305**	**$ 5,244,995**	**$ 5,155,961**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Building	Department: Building
Fund/Division Number: 420-0000	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Building Director/Official	1	1	1	1
Deputy Building Official	1	1	1	1
Building Department Coordinator	1	1	1	1
CRS Coordinator	1	1	1	1
Special Projects Coordinator	1	1	1	1
Executive Assistant	1	1	1	1
Administrative Assistant	1	1	1	1
Building Inspector /Investigator	8	7	7	7
Senior Permit Specialist	1	2	2	2
Permit Specialist	8	8	8	8
Plan Examiner	0	1	1	1
Building Inspector	0	1	1	1
Building Inspector/Plans Examiner	0	1	1	1
Building Investigator	0	1	1	1
Records Management Coordinator	0	1	1	1
Total Budgeted Staffing Level	24	29	29	29

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services					
1010	Salaries and Wages	$ 1,039,421	$ 1,067,827	$ 1,691,333	$ 1,761,112
1030	Accrued Compensation	5,809	17,036	7,000	7,000
1040	Overtime	25,785	35,485	5,000	5,000
2010	FICA Taxes	78,348	82,277	130,718	136,056
2020	Retirement Contributions	178,146	191,451	291,781	311,358
2030	Life & Health Insurance	228,483	187,644	320,146	312,576
2035	Dental Insurance	11,628	11,473	16,147	13,154
2040	Workers' Compensation	19,730	26,924	27,515	33,805
	Total Personnel Services	$ 1,587,349	$ 1,620,116	$ 2,489,640	$ 2,580,061
Operating Expense					
3120	Legal Fees	$ 0	$ 0	$ 2,500	$ 2,500
3170	Examination Fees	0	0	2,500	2,500
3200	Accounting & Auditing	1,272	1,417	1,500	1,500
3490	Contractual Fees	51,421	201,143	750,000	750,000

Proposed Budget for Fiscal Year 2023/24

Fund Title: Building Fund/Division Number: 420-0000	Department: Building Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating contd.					
3495	Temp Employee Svcs	110,787	89,886	200,000	200,000
4010	Car Allowance	0	3,150	5,400	5,400
4020	Travel and Education	11,755	25,373	25,000	50,000
4110	Communications	34,443	27,212	40,000	40,000
4120	Freight and Postage	3,693	4,303	10,000	10,000
4410	Equipment Rental	11,694	26,426	100,000	100,000
4510	Liability	12,961	11,655	14,000	14,000
4650	Vehicle Maintenance	4,730	3,148	7,500	7,500
4651	Vehicle Parts	3,482	3,683	7,500	7,500
4652	Tires & Batteries	740	0	7,500	7,500
4660	Equipment Maintenance	0	0	0	0
4670	Computer Maintenance	0	5,500	0	0
4675	Software Maintenance	74,536	63,604	500,000	250,000
4680	Radio Maintenance	0	359	0	0
4710	Reproduction	6,523	3,960	10,000	10,000
4720	Outside Printing	6,589	3,689	15,000	15,000
4810	Advertising	378	0	500	500
4945	Refunds	0	0	0	0
4960	Administrative Fees	427,733	407,146	430,000	430,000
4990	Miscellaneous Expenses	18,743	15,025	100,000	100,000
5110	Office Supplies	9,318	8,203	10,000	10,000
5120	EDP Supplies	3,816	80	4,500	4,500
5150	Misc. Equipment	53,471	26,094	145,000	145,000
5210	Gas and Oil	16,379	16,485	40,000	40,000
5232	Other Supplies	0	0	5,000	5,000
5410	Books, Pubs, Subscriptions&Mbrshp	11,117	5,516	12,500	12,500
5900	Depreciation	71,411	87,935	72,000	87,395
	Total Operating Expense	$ 946,992	$ 1,040,991	$ 2,517,900	$ 2,308,295
Capital Outlay					
6320	Other Improvements	$ 45,489	$ 4,680	$ 75,000	$ 75,000
6410	Office Equipment & Mach	84,348	3,005	90,000	90,000
6440	Vehicles	72,159	48,106	130,000	130,000
6420	Furniture & Furnishings	15,013	0	10,000	60,000
6450	Radios	0	12,010	0	0
	Total Capital Outlay	$ 217,008	$ 67,801	$ 305,000	$ 355,000
Non-operating Expenses					
9201	Debt Service/Radios	$ 7,364	$ 7,331	$ 4,455	$ 0
	Total Non-Operating Expenses	$ 7,364	$ 7,331	$ 4,455	$ 0
	TOTAL APPROPRIATIONS	**$ 2,758,713**	**$ 2,736,240**	**$ 5,316,995**	**$ 5,243,356**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Stormwater	Department: Animal Shelter
Fund/Division Number: 407-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants					
331 36	General Grants	$ 0	$ 0	$ 30,000	$ 30,000
	Total Grants	$ 0	$ 0	$ 30,000	$ 30,000
Charges for Services					
000 00	Adoption Services	$ 0	$ 0	$ 50,068	$ 48,000
000 00	Impound Fees	0	0	15,000	12,000
000 00	Service Fees	0	0	15,000	12,000
	Total Charges for Services	$ 0	$ 0	$ 80,068	$ 72,000
Municipal Charges					
000 00	Lincense Fees	$ 0	$ 0	$ 15,000	$ 15,000
000 00	Citation Fees	0	0	10,000	10,000
	Total Charges for Services	$ 0	$ 0	$ 25,000	$ 25,000
Miscellaneous Revenue					
361 10	Interest on Investments	$ 0	$ 0	$ 0	$ 0
366 90	Merchandise Sales	0	0	10,000	6,000
369 43	Business Contributions	0	0	30,000	25,000
369 31	Donations	0	0	50,000	50,000
369 31	Fundraising Income	0	0	25,000	25,000
	Total Miscellaneous Revenue	$ 0	$ 0	$ 115,000	$ 106,000
Interfund Transfers					
381 10	General Fund	$ 0	$ 0	$ 540,000	$ 199,500
381 50	Restricted Fund	0	0	0	355,000
381 51	Restriced Fund-ARP	0	0	300,000	0
	Total Charges for Services	$ 0	$ 0	$ 840,000	$ 554,500
	Total Revenues	$ 0	$ 0	$ 1,090,068	$ 787,500
	Appropriated Retained Earnings	0	0	0	364,191
	TOTAL RESOURCES	**$ 0**	**$ 0**	**$ 1,090,068**	**$ 1,151,691**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Building	Department: Animal Shelter
Fund/Division Number: 407-0000	Division:

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Budgeted Staffing Level				
Operations Manager	0	0	1	1
Assistant Operations Manager	0	0	1	1
Animal Care Lead Dogs	0	0	1	1
Animal Care Lead Cats	0	0	1	1
Animal Care Medical	0	0	1	0
Animal Care Specialist I	0	0	5	6
Animal Care Specialist II	0	0	2	0
Administrative Assistant (PT)	0	0	2	2
Total Budgeted Staffing Level	0	0	14	12

	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Personnel Services				
1010 Salaries and Wages	$ 0	$ 0	$ 396,682	$ 394,538
1030 Accrued Compensation	0	0	0	0
1040 Overtime	0	0	0	0
2010 FICA Taxes	0	0	30,346	30,182
2020 Retirement Contributions	0	0	67,952	69,281
2030 Life & Health Insurance	0	0	103,700	97,461
2035 Dental Insurance	0	0	5,117	3,796
2040 Workers' Compensation	0	0	5,771	4,933
Total Personnel Services	$ 0	$ 0	$ 609,568	$ 600,191
Operating Expense				
0000 Contractual Services	$ 0	$ 0	$ 0	$ 2,500
0000 Temporary Employee Services	0	0	0	70,000
0000 Communications	0	0	0	2,500
0000 Animal Care-Food	0	0	15,000	20,000
0000 Animal Supplies	0	0	5,000	500
0000 Medical Supplies	0	0	40,000	30,000
0000 Veterinary Services-Sterlization	0	0	50,000	50,000
0000 Veterinary Services/Vaccinations	0	0	20,000	5,000
0000 Veterinary Services/Miscellaneous	0	0	20,000	35,000
0000 Rescue Cleaning Supplies	0	0	10,000	10,000
0000 Janitorial Supplies	0	0	3,000	0
0000 Advertising	0	0	2,500	2,500
0000 Marketing & Promotions	0	0	1,000	2,000
0000 Pest Control	0	0	1,000	2,500
0000 Outreach & Education	0	0	1,000	0
0000 Merchandise/Cost of Goods Sold	0	0	3,000	1,500

Proposed Budget for Fiscal Year 2023/24

Fund Title: Building Fund/Division Number: 407-0000	Department: Animal Shelter Division:			
	2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Operating contd.				
0000 Computer Maintenance	0	0	0	0
0000 Software Maintenance	0	0	1,000	1,000
0000 Licenses & Fees	0	0	250	0
0000 Administrative Fees	0	0	0	0
0000 Miscellaneous Expenses	0	0	2,500	2,500
0000 Office Supplies	0	0	2,000	5,000
0000 Safety Supplies	0	0	0	1,000
0000 Uniforms	0	0	2,500	5,000
0000 Misc. Equipment	0	0	0	5,000
0000 Other Supplies	0	0	0	0
0000 Books, Pubs, Subscriptions&Mbrshp	0	0	750	1,000
0000 Depreciation	0	0	0	0
Total Operating Expense	$ 0	$ 0	$ 180,500	$ 254,500
Capital Outlay				
6320 Other Improvements	$ 0	$ 0	$ 25,000	$ 25,000
6410 Office Equipment & Mach	0	0	50,000	50,000
6420 Furniture & Furnishings	0	0	25,000	25,000
6460 Clinic/Surgery Equipment	0	0	200,000	200,000
Total Capital Outlay	$ 0	$ 0	$ 300,000	$ 300,000
TOTAL APPROPRIATIONS	**$ 0**	**$ 0**	**$ 1,090,068**	**$ 1,154,691**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Stormwater	Department: Stormwater
Fund/Division Number: 403-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2023/24 Proposed
Grants					
331 36	Federal Grants	$ 646,931	$ 0	$ 0	$ 0
334 36	State Grants	2,000	2,000	0	0
	Total Grants	$ 648,931	$ 2,000	$ 0	$ 0
Charges for Services					
343 90	Stormwater Utility Fee	$ 3,567,911	$ 3,510,114	$ 3,818,483	$ 3,570,383
	Total Charges for Services	$ 3,567,911	$ 3,510,114	$ 3,818,483	$ 3,570,383
Miscellaneous Revenue					
361 10	Interest on Investments	$ 1,280	$ 12	$ 1,000	$ 1,000
361 33	Other Investment Interest	8,685	891	0	0
366 90	Contributions Private Sources	0	0	0	0
369 43	Contractual/CDBG	0	0	0	0
369 31	Reimb. of Expenditures	0	0	0	0
369 31	Reimb. of Expenditures/FPUA	0	0	0	0
369 60	Reimb. of Expenditures/State	0	0	0	0
369 90	Miscellaneous Revenue	258,335	0	0	0
	Total Miscellaneous Revenue	$ 268,301	$ 903	$ 1,000	$ 1,000
Interfund Transfers					
381 01	Transfer from General	$ 0	$ 196,468	$ 0	$ 0
	Total Charges for Services	$ 0	$ 196,468	$ 0	$ 0
	Total Revenues	$ 4,485,143	$ 3,709,485	$ 3,819,483	$ 3,571,383
	Appropriated Retained Earnings	(1,087,590)	(646,578)	0	158,249
	TOTAL RESOURCES	**$ 3,397,553**	**$ 3,062,907**	**$ 3,819,483**	**$ 3,729,632**

Proposed Budget for Fiscal Year 2023/24

Fund Title: Stormwater	Department: Stormwater
Fund/Division Number: 403-0000	Division:

		2020/21 Actual	2021/22 Actual	2022/23 Approved	2022/23 Proposed
Operating Expense					
3120	Legal	$ 0	$ 0	$ 0	$ 0
3200	Accounting & Auditing	3,101	2,928	3,150	3,200
3470	SMU Locates	2,577	3,602	40,000	40,000
3490	Misc. Contract Services	385,907	419,004	1,064,984	816,884
3520	Financial & Admin	64,849	63,886	65,000	65,000
4020	Travel & Education	0	712	2,500	2,500
4110	Communications	0	0	0	0
4120	Freight and Postage	1,179	389	1,000	1,000
4410	Equipment Rental	4,412	4,615	5,000	5,000
4610	Storm Drainage	12,732	61,392	260,000	260,000
4620	Canals	276,886	240,043	600,000	600,000
4650	Vehicles	0	11,942	0	0
4651	Vehicle Parts	0	27,170	0	0
4670	Computer Maintenance	5,379	0	500	500
4675	Software Maintenance	0	4,753	5,000	5,000
4710	Reproduction	830	134	3,000	3,000
4940	Bad Debt Expense	0	0	0	0
4960	Administrative Charges	323,173	346,292	594,899	500,050
4990	Miscellaneous Expense	125	27,971	1,000	1,000
5120	EDP Supplies	1,500	0	1,500	1,500
5150	Miscellaneous Equipment Expense	0	0	0	0
5410	Books,Pubs,Subscriptions&Mbrshp	800	800	1,000	1,000
5900	Depreciation	1,467,115	1,430,561	1,467,115	1,430,561
	Total Operating Expense	$ 2,550,564	$ 2,646,194	$ 4,115,648	$ 3,736,195
Capital Outlay					
6310	Roads & Bridges	$ 0	$ 52,806	$ 0	$ 0
6320	Other Structures & Facilities	0	0	0	0
6330	Sidewalks, Curbs & Gutters	918,041	626,190	0	0
6410	Office Equip & Machinery	0	0	0	252,000
6430	Heavy Equipment	0	0	0	0
6445	Other Equipment	0	0	0	0
	Total Capital Outlay	$ 918,041	$ 678,996	$ 0	$ 252,000
Debt Service					
7071	Principal	$ 1,025,600	$ 994,100	$ 1,016,000	$ 1,038,600
7072	Interest	232,761	169,976	150,649	129,098
7073	Other Debt Service Cost	137,702	4,202	4,300	4,300
	Total Debt Service	$ 1,396,063	$ 1,168,279	$ 1,170,949	$ 1,171,998
	TOTAL APPROPRIATIONS	**$ 4,864,668**	**$ 4,493,468**	**$ 5,286,598**	**$ 5,160,193**

City Commission Special Meeting 5:05 p.m.
Meeting Date: 09/11/2023
Re:

Information

SUBJECT:
John J. Anastasio

Attachments

Anastasio

Form Review

Form Started By: Linda Cox Started On: 08/18/2023 10:29 AM
Final Approval Date: 08/18/2023

JOHN J. ANASTASIO

PERSONAL

Address: 3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34957

Contact: Phone: (772) 286-3336
Email: john@psllaw.net

EDUCATION

Juris Doctor
Seton Hall University - 1981

Bachelor of Arts in Government
Seton Hall University - 1976

SUMMARY OF RELATED EXPERIENCE

1982 - Present — **LAW OFFICES OF JOHN J. ANASTASIO**
Stuart, Florida

2010 - 2014 — Counsel to the Mayor, City of Port Saint Lucie
Counsel to Commissioner, Saint Lucie Fire District

1981 to 1984 — **LAW OFFICES OF YOUNG, DORSEY AND FISHER**
New Jersey

Senior Partner - Municipal Law Practice

Attorney for the statutory Mount Arlington, Municipal Investigating Committee

Special Prosecutor for Mount Arlington

Authority Attorney for the Dover Housing Authority

Eminent Domain Commissioner (New Jersey Superior Court Appointee)

John J. Anastasio
Counselor-At-Law
3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34996
(772) 286-3336
E-mail: John@psllaw.net

If we could read the secret history of our enemies, we should find in each man's life, sorrow and suffering enough to disarm all hostility.

- Longfellow

16 June 2023

Robert E. Slavin, President
Slavin Management Consultants
3040 Holcomb Bridge Road, A1
Norcross, Georgia 30071
slavin@bellsouth.net

Re: Application for Fort Pierce City Attorney

Dear Mr. Slavin:

Thank you for speaking to me last week about the Fort Pierce City Attorney position. With my extensive legal experience and dedication to upholding the highest standards of professionalism and ethics, I believe I am well-suited to contribute to the legal, ethical, and financial integrity of the City.

I am seeking a competitive salary that reflects my level of experience, qualifications, and the responsibilities associated with the City Attorney position. Based on my research and understanding of the role and the City's budget, I anticipate that the salary range for this position would be in the range of $155,000 to $190,000 per year. However, I am open to negotiation and would consider other factors such as benefits, professional development opportunities, and potential for growth of the role within the City.

Fair compensation is essential for attracting and retaining top talent. I am confident that my skills and experience warrant a salary within the aforementioned range. However, I am open to discussing this further during the interview process to ensure alignment with the City's compensation structure and budgetary considerations.

Living next to the City of Fort Pierce for **34 years**, I understand Fort Pierce's unique character and its challenges personally. This is important, given the city has gone through five City Attorneys in the past eight years. Stability seems to be a problem when filling this position outside the local area. Expertise combined with being a long-term member of the community is what Fort Pierce needs.

As a legal advisor and counselor, I understand the importance of providing sound

advice and guidance to city officials in matters related to their official duties. I have a solid background in representing clients before state and federal courts, and I am confident in my ability to effectively advocate for the City's interests at all levels of the judicial system. My expertise in reviewing contracts and agreements for legal compliance will ensure that all City dealings are conducted with accuracy and adherence to the law.

Moreover, I am familiar with the Commission/City Manager form of government, and I am comfortable working closely with the Mayor, City Commissioners, staff, and other stakeholders. I recognize the significance of collaborating with the City Manager's office to address legal concerns and provide timely legal advice to various departments. By seamlessly integrating into the City's leadership team, I will work diligently to accomplish the City's goals while upholding the principles of the law.

With a Juris Doctor (J.D.) degree and my active membership in the Florida Bar, I possess the necessary qualifications to fulfill the role of City Attorney. Having gained decades of experience in the management and practice of law, including significant exposure over the decades to municipal law, I am confident in my ability to handle the complex legal matters that come with this position. Furthermore, my commitment to ongoing professional growth and development ensures that I am well-prepared to address the diverse challenges facing the City of Fort Pierce.

I believe that my strong leadership abilities, collaborative nature, and commitment to excellence align perfectly with the City's vision for its next City Attorney. I am excited about the opportunity to contribute to the success and continued improvement of Fort Pierce as a thriving community.

Enclosed is my resume for your review, which provides further details on my qualifications and experiences. I am available for an interview at your convenience to discuss how my skills and expertise align with the needs of the City. Please feel free to contact me via email or phone.

Thank you for considering my application. I look forward to the possibility of joining the City of Fort Pierce and contributing to its ongoing success.

Cordially,



John J. Anastasio

Attachment: Resume

JOHN J. ANASTASIO

3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34957
john@psllaw.net **(772) 286-3336**

SUMMARY

A highly experienced and strategic legal professional with over 40 years of practice in local government law, representing government entities, officials, employees, and citizens. Adept in both litigation and appeals, with extensive experience in administrative, local, state, and federal administrative and judicial proceedings, including jury trials, as well as transactional work. These diverse fields include:

Environmental law
Community Redevelopment law
Code Enforcement
Public employee discipline under chapter 112
Employee grievances and hearings
Public Employment Relations Commission
Federal and Florida Tort Claims Act
Fair Labor Standards Act (FLSA)
Drug Free Workplace and testing
Occupational Health and Safety Act (OSHA)
Health Insurance...Act (HIPAA)
Equal Opportunity Employment Comm. (EEOC)
Ethics and voting conflicts
Eminent domain/inverse condemnation/takings
Rate setting and impact fees
Housing issues, including sober homes
Planning, zoning, and land development law
Chapter 120 Administrative Procedures Act
Sunshine and Public Records law
Labor Contract Arbitration
Local government Section 1983 liability
Real estate and foreclosure/lien law
Family Medical Leave Act (FMLA)
Americans With Disabilities Act (ADA)
Regulatory drafting and analysis
Commercial, and contract constructions
Florida Commission on Ethics
All Bankruptcy chapters
First Amendment issues
Emergency management (Stafford Act)
Insurance issues, including cyber
Risk Protection Orders

EXPERIENCE

LOCAL GOVERNMENT LAW EXPERIENCES:

Counsel to the Honorable Joann Faiella
Mayor, City of Port Saint Lucie
Commissioner, Saint Lucie Fire District

- Provided expert legal advice to former Mayor, resulting in successful resolution of numerous complex legal issues.
- Engaged in daily legal advice on all aspects of local government law, including planning, zoning, and land development law, community redevelopment law, public records law.
- Successfully defended public records and Sunshine law litigation, resulting in the dismissal of all charges against Mayor Faiella.
- Successfully defended defamation litigation against Mayor Faiella.

Municipal Attorney's Office
Young Dorsey & Fisher

- Served under Senator John Dorsey, senior partner as the Municipal Attorney, providing day-to-day legal support for municipalities including Butler, Dover, East Hanover, Montville Municipal Utilities Authority, and Special Counsel for Parsippany on employment issues.

- Provided comprehensive legal counsel on a wide range of municipal law issues, including: legal advice during public meetings, zoning and land use regulations, redevelopment and housing laws, police and employee discipline matters, state and federal labor laws, Public Employment Relations Commission (PERC) matters, eminent domain issues, construction and contract disputes, municipal tax appeals, FERC-related municipal electric company issues, public records and public meeting acts compliance, ordinance and resolution drafting, guidance during public meetings, real property tax appeals, and MUA-related rate making methodology.

Attorney for the statutory Mount Arlington, Municipal Investigating Committee

- Led a closed-door investigation of the Mount Arlington Police Department, authorized by statute. Developed and implemented procedures for conducting investigation and disciplinary hearings, and provided expert legal advice to the governing body and the investigating committee throughout the proceedings. Drafted charges against the defendants and ensured full compliance with legal requirements.

Special Prosecutor for Mount Arlington

- Successfully prosecuted the Chief of Police and two other officers for violation of municipal regulations

Authority Attorney for the Dover Housing Authority

- Handled housing development, Section 8 low-income housing, and related administrative and liability issues

Eminent Domaine Commissioner

- Served as a Commissioner appointed by the Superior Court to conduct a comprehensive inquiry into the valuation of condemned property, leading to recommendations and findings on real property valuation.

SELECTED EXPERIENCES:

- Successfully challenged public records retention regulations in an administrative rule challenge before the Division of Administrative Hearings, resulting in the State of Florida adopting a valid system for public records retention while defending a mayor.

- Represented clients in numerous successful career service hearings under Chapter 112, including the only successful Career Service Board hearing in the Saint Lucie County Sheriff's Office, as well as other successful local government administrative hearings.

- Possess extensive litigation experience in public records and Sunshine law litigation, leading to the dismissal of all charges against Mayor Faiella.

- Appealed more than 100 cases in state and federal courts, resulting in numerous reported appeal decisions, including *Finnegan v. Deutsche Bank Nat'l Tr. Co.*, 96 So. 3d 1093 (Fla. 4th DCA 2012) and *Dominko v. Wells Fargo Bank, N.A.*, 102 So. 3d 696 (Fla. 4th DCA 2012)) in real property foreclosure law, *Mancini v. Personalized Air Conditioning & Heating*, 702 So. 2d 1376 (Fla. 4th DCA 1997) in defamation law, *Dalem v. Dep't of Corr.*, 720 So. 2d 575 (Fla. 4th DCA 1998) in public employee termination before Public Employees Relations Commission, *Gramm v. Port St. Lucie*, 574 So. 2d 1163 (Fla. 4th DCA 1991) and *Bernas v. Knowles*, 648 So. 2d 272 (Fla. 4th DCA 1995) in police discipline, *Rauch v. Rauch*, 711 So. 2d 582 (Fla. 4th DCA 1998) in the application of the full faith and credit provision of the United State constitution, *Janos v. State*, 763 So. 2d 1094 (Fla. 4th DCA 1999) in the double jeopardy clause of the constitution.

- Authored several studies pertaining to local government legal operations, including *A Blueprint for the City of Delray Beach City Attorney's Office*, mapping out most aspects of a City Attorney's Office, A *Blueprint for the Village of Indiantown Village Attorney's Office*, mapping out a Village Attorney's Office for a startup community, *A Blueprint for the Indian River State College General Counsel's Office*, for a startup General Counsel's Office, and *The Municipal Investigating Committee Handbook*, mapping out procedures for the conduct of an investigating committee.

- Practiced in diverse areas of law, including civil trial, criminal trial, family law, civil rights law, real estate development, bankruptcy, and immigration.

- Appointed by the court as guardian ad litem for a minor in a multi-million-dollar settlement, resulting in the reduction of the minor's attorney fees by $250,000.00.

- Served as a member of the Supreme Court's E-service Committee and filed a petition for Writ of Certiorari before the United States Supreme Court.

EDUCATION
FORMAL EDUCATION:

Juris Doctor, Seton Hall University
Bachelor of Arts in Government with a minor in Labor Relations, Seton Hall University
M.P.A. Program (discontinued to attend law school), New York University

PROFESSIONAL DEVELOPMENT:

Participated in various legal seminars, including the Association of Municipal Attorneys Annual Seminar, Annual Environmental Law Seminar, City, County & Local Gov't Law Certification Review, Sunshine Law and Records & Ethics, Public Employment Labor Relations Forum, Civil Trial Certification Review, Criminal Trial Certification Review, Appellate Law Certification Review, Advanced Legal Writing and Drafting, Circuit Court Mediator Certification, and more.

PROFESSIONAL AFFILIATIONS & ACTIVITIES

- Member, Florida Bar Traffic Rules Committee (1992-1996, 2010-2014), served as Chairperson in 2012
- Member, Florida Bar Rules of Judicial Administration (2010-2011)
- Member, Florida Bar City, County & Local Government Law and Environmental and Land use Sections
- Pro Bono Awards: Received numerous awards for service from Florida Rural Legal Services, including nomination for Statewide Pro Bono Award
- Member, Military Operations Research Society (MORS)
- Member, Society for Human Resource Management

ADMITTED TO PRACTICE

- Florida Supreme Court
- U.S. Court of Appeals for the 11th Circuit
- United States Supreme Court
- Middle, Northern, and Southern Federal District Courts in Florida
- U.S. Court Southern District of Florida (Member of Arbitrator Panel)

SKILLS
MANAGEMENT:

- Successfully managed a law practice with 1 to 4 employees for over 36 years.
- Led the Florida Bar Traffic Rules Committee in drafting court rules, overseeing 40 judges, state attorneys, public defenders, clerks, and motor vehicle administrators.

IT:

- Proficient in Microsoft Office Suite, including Word, Excel, Outlook, Access, PowerPoint, and Project.
- Experienced in electronic document analysis, such as eDiscovery, mapping graphics with Earth Pro, creating and editing PDFs with Adobe Acrobat DC, document assembly with HotDocs, and using litigation software like Case Map Suite and Dragon 15 Legal.
- Familiar with Workflow Designer 5.31 and PolicyMaker 4.0 for political feasibility analysis.

RESEARCH AND METHODOLOGY:

- Skilled in legal research using Lexis-Nexis, Lexis Advanced, and Westlaw.
- Experienced in social science research techniques like study review, surveys, and focus groups.
- Familiar with physical science research methods, including study design and methodology review.
- Trained in advanced legal writing and drafting, Sigma Six for quality control, root cause analysis and cause mapping, metrology (science of measurement).

PUBLIC POLICY/MANAGEMENT ANALYSIS:

- Experienced in cost-benefit analysis, scenario planning, multicriteria decision analysis, forecasting and horizon scanning, systems analysis, game theory, risk analysis, literature reviews, PERT, critical path method (CPM), SWOT, brainstorming/brainswarming, CARVER plus Shock Matrix, modeling and simulation, and wargaming (business, economic, social, military).
- Trained in risk and probability management and strategic net assessment.

NEGOTIATION:

- Skilled in litigation negotiation, contract negotiation, mediation, and arbitration.

PRESENTATION:

- Skilled in delivering lectures, speeches, trial and appellate presentations, using the Beyond Bullet Points method.

LITIGATION:

- Experienced in federal and state nonjury trials, jury trials, administrative hearings, grievance hearings, and appeals, including the Florida state trial level and appeals courts, the Middle, Northern, and Southern United States District Courts of Florida, the Eleventh Circuit Court of Appeals, and the Supreme Court of the United States.

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE
2023

Name:	**John J. Anastasio**
Home Address:	[redacted]
Home/Work/Cell phone numbers:	Work: (772) 286-3336 [redacted]
E-mail address:	John@psllaw.net Contact.office@psllaw.net

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1. **Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?**

Fort Pierce is an exceptional community with a unique blend of challenges and opportunities that genuinely pique my interest. Having resided in Saint Lucie County for over three decades, I've developed a strong local connection and a deep appreciation for the city. Becoming Fort Pierce's City Attorney aligns perfectly with my desire to contribute to its growth and development.

My extensive experience in local government law, which spans over 40 years, positions me well to support each Mayor and Commissioner in enhancing the city's potential. Having successfully navigated diverse legal scenarios, I believe I can make a meaningful impact on the city's progress.

While private law practice has been rewarding, I feel a strong calling to transition to the public sector and offer my skills for the betterment of the community. My goal is to stand beside every governing body member, ensuring that Fort Pierce continues to flourish.
Regarding my career plans, if chosen as City Attorney, I see myself fully committing to the role, serving diligently until my capabilities either no longer align or a more suitable successor emerges. My aspiration is to contribute significantly to the city's success and leave a lasting positive mark on Fort Pierce's trajectory.

I eagerly anticipate the opportunity to serve Fort Pierce in this capacity, aligning my career aspirations with the city's dynamic potential for growth and improvement.

2. **What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?**

Throughout my career, I've had the privilege of managing law office teams ranging from 1 to 5 staff members, including contract counsel. This experience has provided valuable insights into effective leadership and team coordination. My oversight extended to budgets that ranged from $250,000 to $500,000, encompassing various operational needs.

Furthermore, I had the honor of chairing a Florida Bar rules committee, a role that exposed me to a unique management dynamic. This committee played a crucial role in developing rules changes for the Supreme Court, bringing together approximately 40 professionals from diverse backgrounds including judges, court clerks, prosecutors, defense attorneys, and motor vehicle staff members. Leading this team taught me how to navigate the intricacies of managing and building consensus among a substantial group of volunteers with distinct expertise.

These experiences have equipped me with a strong foundation in managing personnel and financial resources effectively, ensuring optimal operational outcomes within a collaborative framework.

3. **How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?**

Staying abreast of current developments and potential impactful issues is essential to my role. To achieve this, I maintain a robust legal, news, and scientific database that provides real-time alerts on matters I designate of concern. In addition to my legal studies, I dedicate time to reading 3-4 non-legal, non-fiction books across a range of subjects, as well as 1-2 books on legal techniques each month. A consistent practice of reading United States Supreme Court opinions upon release, along with all 11th Circuit Court of Appeals opinions, keeps me well-versed in relevant federal matters, including governmental immunity considerations.

Complementing my reading regimen, I actively engage in legal and non-legal webinars and seminars. These opportunities allow me to tap into the expertise of esteemed subject matter experts and stay at the forefront of evolving trends and legal perspectives.

Regarding my approach to keeping employees informed, I view the Office of the City Attorney as a dynamic learning organization. I've found that creating an environment that values continual learning is essential. This includes not only formal instruction but also leveraging everyday situations as teaching moments. Nurturing employee talent and fostering a culture of ongoing education is a priority, ensuring that our team remains current and equipped to address the complex challenges that may arise.

By blending a strategic mix of personal learning endeavors and organized educational opportunities for my team, I am committed to maintaining an informed and empowered environment for both myself and my colleagues.

4. **Describe your leadership and management style with your employees.**

Leadership: My leadership style is a harmonious blend of servant leadership, mission command, and principle-centered approaches. The central tenet is putting the mission at the forefront, followed by the well-being of the team, and finally, my own role, all guided by core principles. Ego takes a backseat as I always strive to groom my successors, ensuring a seamless transition. I lead by walking alongside my team, neither lagging behind nor forging ahead, but moving in unison with them.

Management: Effective management, in my view, revolves around overseeing systems rather than just individuals. A transformation occurs when we shift focus from assigning blame to identifying systemic failures, leading to lasting solutions and improvements. My management philosophy encompasses systems thinking, process management, and a deep understanding of organizational culture—these three pillars shape my perspective on organizational behavior. Once the Three Ts (Train, Test, Trust) are in place, I establish a "commander's intent" and

empower my team to execute it autonomously, without micromanaging. I firmly believe in the power of thought-provoking questions that guide individuals towards discovering answers, rather than merely providing solutions. Asking the right questions is integral to a productive process.

When it comes to talent recruitment, outreach is paramount. While skillsets are important, a passion for public service is a critical factor. Talent management involves continuous learning and coaching, coupled with diverse assignments, to foster lifelong growth. In succession planning, I emphasize the significance of both welcoming new talent and, when necessary, parting ways. Staying connected with former team members and facilitating their potential return is a vital aspect of my approach to cultivating a robust organizational ecosystem.

5. **Have you ever worked directly for a policy making body?**

Yes.

6. **Are you a member in good standing of the Florida Bar?**

Yes.

7. **Describe your workload tolerance.... what type of office hours do you typically keep?**

I maintain a workload tolerance of approximately 50-60 hours per week. My regular office hours span from 6:00 am to 4:00 pm, supplemented by evening meetings when required. Weekend commitments may vary depending on the nature of tasks and responsibilities. This schedule reflects my commitment to fulfilling the demands of the role, while ensuring that the necessary flexibility exists to address any unforeseen requirements.

8. **What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?**

A. Generally:

I envision achieving consistent goals across all three timeframes. I've designed a structured approach called the City Attorney Prioritized Leadership Focal Points, as presented in Attachment A. This paradigm allocates dedicated time each week for strategic initiatives beyond day-to-day operations, creating a framework that sets clear priorities and fosters systemic improvement. Although these time allocations may evolve based on an initial evaluation of the City, the principle remains: investing time today paves the way for efficient progress tomorrow.

B. Specifically:

- **First 30 days:** My focus during this initial phase is on conducting a comprehensive evaluation of the City's legal affairs and governmental culture. Employing Einstein's wisdom, I will spend a significant portion of this period assessing the intricacies of existing challenges before devising solutions. I will engage with governing body members, department heads, staff, community leaders, and various stakeholders. While continuing with day-to-day operations, I will immerse myself in understanding the dynamics of the City to accelerate my learning curve. Commence development of Department Business Plan, Communications Plan, Intra and Inter Department Training Plan, and Emergency Plan.

- **First 6 months:** The subsequent half-year will entail an in-depth, bottom-up analysis of all policies, procedures, rules, regulations, ordinances, and the City Charter. My primary focus will be identifying outdated, incorrect, or legally precarious aspects that warrant attention and recommendations for enhancement. Implementation of a quality management system, using the National Institute of Standards and Technology *Baldridge Excellence Framework 2023-2024.* See Attachment B, City Attorney Core Values and concepts, which is the foundation of the excellence framework. Implementation of routine Root Cause Analysis (RCA) for all issues brought before the City Attorney's Office.

- **First year:** Building on the foundation established in the previous phases, the first year will involve an exhaustive review and refinement of all policies, procedures, rules, regulations, ordinances, and the City Charter. This comprehensive assessment aims to streamline and strengthen the legal components of these aspects, providing actionable recommendations for improvement.

Additionally, within the first year, I plan to harness the progression of City litigation to conduct litigation-focused group surveys and research. This approach will yield data that complements policy discussions, offering the Commission valuable insights into public concerns as they relate to ongoing litigation and broader public policy considerations.

My approach blends immediate evaluation, systematic improvement, and continuous data collection to ensure effective governance and strategic decision-making that aligns with the City's best interests.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

Over the years, I have engaged in numerous instances involving the assessment of organizational, workflow, and performance matters for both public and private entities. These experiences have provided me with valuable insights into identifying areas that require change to optimize efficiency and effectiveness. My background has equipped me to adeptly analyze and address issues, fostering positive transformations within various organizational contexts.

Organization Diagnosis, Design, and Transformation based on design thinking principles and the *Baldrige Excellence Framework* are the primary methodologies used. In terms of workflows, I use the *Workflow Designer* program as part of process analysis and design.

I have designed a City Attorney Core Competencies Model, as presented in attachment C. This provides a framework for analyzing position of City Attorney and City legal operations.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence?

Throughout my career, I have engaged extensively with intergovernmental entities across different levels. This experience has allowed me to establish effective collaborations while upholding the independence integral to my role as City Attorney. Working alongside the City Manager and various sections of the City government involves a multifaceted approach:

1. **Open Communication:** I prioritize transparent communication by regularly engaging

with the City Manager and relevant departments. This ensures that legal considerations are seamlessly integrated into decision-making processes, minimizing potential conflicts and promoting a harmonious working dynamic.

2. **Impartial Legal Counsel:** As the City Attorney, my foremost responsibility is to provide impartial legal counsel and guidance. This requires presenting legal perspectives objectively, even if they diverge from the preferences of other departments. By delivering clear and comprehensive legal advice, I enable well-informed decisions while maintaining my professional independence.
3. **Collaborative Partnership:** Rather than isolating myself, I embrace a collaborative partnership approach. This involves closely collaborating with the City Manager and other sections to comprehend their objectives and challenges. By aligning legal insights with the broader City goals, I facilitate consensus-building and cooperative problem-solving.
4. **Policy and Procedure Review:** I proactively engage in comprehensive reviews of proposed policies and procedures, ensuring legal compliance and minimizing potential risks. This proactive involvement allows me to address legal concerns at an early stage, cultivating a proactive prevention-oriented environment.
5. **Ethical Commitment:** Upholding ethical standards is central to my approach. This commitment extends to interactions with intergovernmental entities. While fostering collaboration and guidance, I remain steadfast in offering unbiased legal opinions, even if they challenge specific decisions.
6. **Conflict Resolution:** In instances of differing viewpoints, I excel in facilitating constructive dialogues to find common ground. This contributes to smoother interactions and fosters an atmosphere of mutual respect and cooperation.
7. **Professional Autonomy:** My role is characterized by professional autonomy, ensuring that my legal opinions are grounded in the law, safeguarding the City's interests and reputation while contributing to balanced decision-making processes.

In conclusion, my extensive experience in collaborating with intergovernmental entities has equipped me with the expertise to foster effective partnerships while preserving the independence integral to my role as City Attorney. By championing open communication, delivering impartial legal counsel, and embracing a collaborative partnership approach, I am committed to seamlessly integrating legal considerations into the City's governance while ensuring my independence remains steadfast. Trust-building with both City staff and the community is pivotal to maintaining this independence, and I am dedicated to cultivating these relationships.

11. Tell us how you communicate with your governing body and its individual members.

The foundation of effective communication with the governing body and its members is the establishment of intimate professional relationships. While addressing communication methods is important, it's crucial to prioritize building personal connections with each governing body member as a prerequisite for true communication and trust-building.

I believe that fostering deep relationships with governing body members is essential for productive communication. I liken this approach to the relationship individuals have with their spiritual leaders. In the realm of public policy, I perceive my role with each governing body member akin to that of a debate coach. My guidance is based on their individual political agendas. I offer information and advice impartially to members regardless of their stance on an issue. Similar to a debate coach, my aim is to bring out the best in each member. Their responsibility is to articulate their perspectives and collaboratively build a consensus on legislative action within the Commission.

My communication approach entails meeting with each governing body member before every meeting. During these discussions, we review the meeting agenda, address non-agenda concerns that might arise, anticipate public inquiries, and address questions. This pre-meeting interaction allows for thorough preparation, exploration of options, and solution development in a reflective setting, free from the pressures of a live meeting.

Understanding the preferred learning style of each governing body member is vital. I ascertain whether they are readers or visual learners. This helps tailor the information dissemination process to their preferences. I typically structure my formal analysis in tiers, beginning with an executive summary, followed by a moderated discussion, and supported by detailed materials. This tiered approach enables each member to engage with the content at a level that suits them best.

In essence, my communication strategy is rooted in building intimate professional relationships, ensuring a well-prepared pre-meeting discussion, and delivering information in a format that accommodates each governing body member's learning style and preferences. This approach is aimed at enhancing collaboration, understanding, and productive decision-making within the Commission.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

Upholding the rule of law and preserving our town's legal integrity as a Charter Officer is paramount. In instances where Commissioners express interest in actions that I deem potentially unlawful, I approach the situation with professionalism, respect, and a commitment to the well-being of our community.

My strategy in such situations encompasses the following steps:

1. **Clear Legal Explanation:** I initiate by offering a comprehensive explanation of the legal aspects that render the proposed actions questionable or potentially unlawful. This includes referencing relevant laws, regulations, and legal precedents to provide a comprehensive understanding of the legal framework and associated risks.
2. **Private Consultation:** I advocate a private consultation with Commissioners to delve deeper into my concerns. This approach fosters open dialogue and facilitates a candid exchange of information, avoiding public confrontation while addressing concerns.
3. **Presenting Alternatives:** As a problem solver, I suggest alternative courses of action that align with legal boundaries yet cater to the Commissioners' objectives. By presenting viable options, I illustrate my commitment to collaboration within legal confines.
4. **Thorough Research:** If disagreement persists, I conduct additional research and analysis to substantiate my legal stance. This may involve consulting legal experts, examining case law, and seeking advice from pertinent legal resources to validate my position.
5. **Public Discussion:** If a resolution remains elusive, I recommend addressing the matter in a public Commission meeting. Discussing the legal considerations and potential implications openly encourages transparency and community input, enabling Commissioners to reconsider based on public feedback.
6. **Confidential Legal Opinion:** If warranted, I can offer a confidential oral legal opinion to each Commissioner outlining potential legal risks tied to their proposed actions. This document acts as a resource for informed decision-making within legal boundaries.
7. **Respectful Advocacy:** My approach remains respectful and cooperative throughout the

process. I advocate for the rule of law and potential legal amendments while acknowledging Commissioners' intentions. This fosters a professional environment of open communication.

8. **Ethical Duty:** My foremost obligation as City Attorney is to provide impartial legal guidance, even when it contrasts with elected Commissioners' wishes. If all attempts to address the situation within the law are exhausted and Commissioners persist with potentially unlawful actions, I would take necessary steps to uphold the law, including advising against or abstaining from implementation, or challenging the law itself to ensure the integrity of Commission actions.

In summary, my approach entails transparent communication, thorough research, and upholding the law to handle situations where Commissioners seek actions I consider potentially unlawful. While I explore alternatives, my ultimate objective remains preserving the legal integrity of our community's governance, while collaborating with elected officials.

However, it's important to note that my initial legal assessment may not be the final word on what is lawful. The law is dynamic, and I am committed to finding ways to bend or change it to meet the Commission's objectives while considering the legal, political, and financial implications. I adhere to a guiding principle: "But.... is it right?" If an action is morally and ethically right and aligns with your goals, I will provide the courage to defend it, even if some may perceive it as "unlawful." Historical examples, like challenging segregation in schools, remind us that the law can evolve to reflect justice and morality. My commitment is to guide you on a path that is both lawful and right.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

Addressing questions of law in the context of public safety while accommodating the viewpoints of a diverse community and Commission requires a comprehensive and inclusive approach. I would implement the following strategies to ensure fair and informed decision-making:

1. **Open Dialogue and Active Listening:** Recognizing the multitude of perspectives within a diverse community, I would prioritize open dialogue and actively listen to the concerns of community members and the Commission. Engaging in meaningful conversations allows me to gain insights into the unique viewpoints held by different groups.
2. **Cultural Sensitivity and Education:** To promote understanding, I would emphasize cultural sensitivity and education. By providing accurate and comprehensive information about the legal issues and their potential impact on public safety, I can facilitate informed discussions that respect the cultural and economic diversities present.
3. **Collaborative Problem-Solving:** Creating spaces for collaborative problem-solving is essential. I would convene discussions involving representatives from diverse backgrounds to collectively explore solutions. These engagements could take the form of community forums, workshops, and advisory panels, fostering a holistic perspective that embraces the needs of all segments of the population.
4. **Transparency and Legal Education:** Ensuring transparency by explaining the legal framework and limitations surrounding the issues is key. By organizing public forums, workshops, and providing accessible materials, I can ensure that everyone has access to the same legal information. This transparency dispels misunderstandings and promotes an informed public discourse.
5. **Tailored Policies:** Recognizing that a one-size-fits-all approach is insufficient, I would advocate for policies that can be customized to address the distinct needs of different

neighborhoods within the city. This approach respects the unique concerns of various ethnic and economic groups.

6. **Mediation and Conflict Resolution:** In cases of significant disagreement, exploring mediation and conflict resolution mechanisms can be beneficial. These structured processes provide a platform to address disputes and seek middle ground, fostering a sense of unity among the diverse community.
7. **Consistency and Fairness:** Prioritizing consistency and fairness in law enforcement and policy implementation is crucial. Upholding these principles helps address concerns related to bias and unequal treatment, promoting a sense of equity and justice for all.

In conclusion, my strategy for handling questions of law related to public safety within a diverse community involves open communication, cultural understanding, transparency, and collaborative problem-solving. By valuing and considering the input of all community members and the Commission, I aim to make well-informed decisions that respect the diverse perspectives present within our city. Additionally, I believe in the importance of conducting personal reconnaissance on the ground to ascertain the ground truth, identify cognitive biases, and develop options that lead to a harmonious community consensus.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

See attached opinion Attachment D.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

Yes.

19. Are you currently employed?

Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

No.

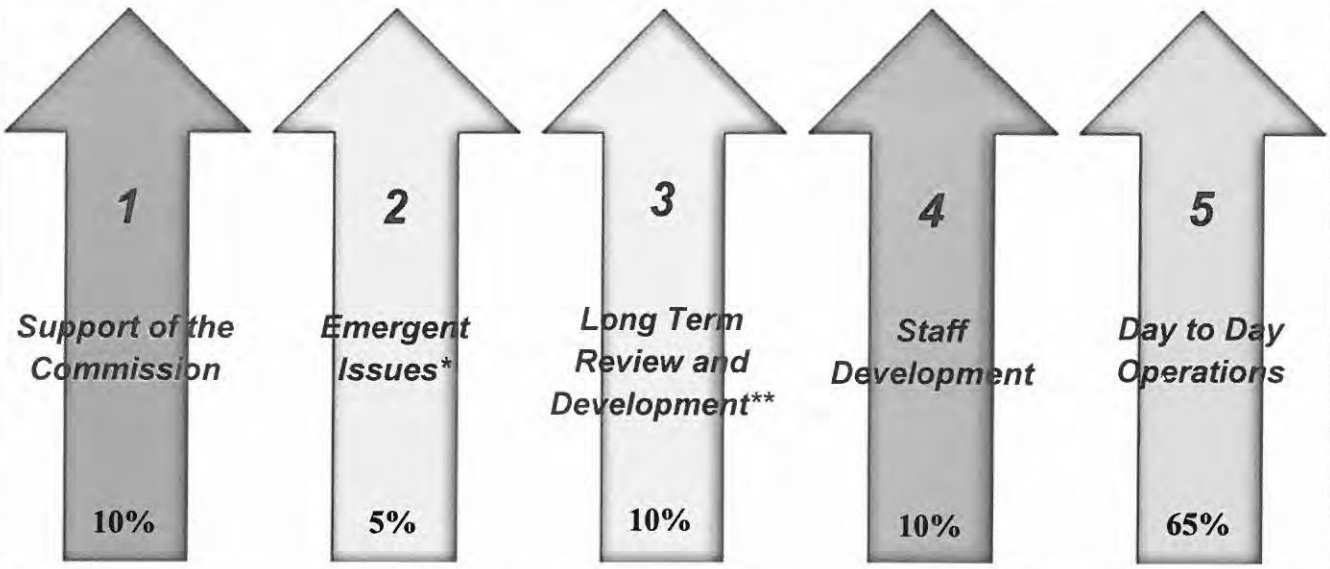
22. What are your compensation expectations?

My compensation expectations are flexible, and can be explored in greater detail during the interview process. I've taken the time to review the terms of the last three City Attorney contracts as well as the budget allocated for the City Attorney role. This research leads me to believe that we can find a mutually agreeable compensation package that aligns with both my experience and the City's resources.

###

ATTACHMENT A

City Attorney
Prioritized Leadership Focal Points (LFP)



* *Includes: Development of contingency and crisis action planning protocols.*
** *Includes: Charter, ordinance, and policy review; trust building, and innovation, quality management system, strategic planning and policy and procedure development.*

Notes: Arrow numbers indicate priority.
Percentages are budgeted time allocations.
Time allocations subject to organizational ground conditions.

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ATTACHMENT B

John J. Anastasio, Esq.

CITY ATTORNEY CORE VALUES AND CONCEPTS

(Adapted from the Baldrige Excellence Framework® National Institute of Standards and Technology (NIST) United States Department of Commerce)

Customer Focused Excellence

The City Attorney's customers/stakeholders (elected officials, City administration and employees, citizens, vendors, the courts, our adversaries, applicants, and the media) are the ultimate judges of performance and the quality of services. The City Attorney must consider all service features and characteristics, all modes of customer access and support, and all organizational values and behaviors that contribute value to customers.

Systems Perspective

A systems perspective means, managing all the components of the City Attorney Office, as a unified whole to achieve our mission, ongoing success, and performance excellence. Workflow processes are the energy that drives this engine. Law, logic, and compassion, keep that engine on track.

Visionary Leadership

The City Attorney, with their staff, should set a vision for the organization, create a customer focus, demonstrate clear and visible organizational values and ethics, and set high expectations for the workforce. It is the creation of a culture to outlast any one person.

Valuing People

The City Attorney Office's success depends on an engaged workforce that benefits from meaningful work, clear organizational direction, intelligent team structure, the opportunity to learn, and accountability for performance.

Agility and Resilience

Success in today's ever-changing, globally competitive environment demands agility and organizational resilience. Agility requires a capacity for rapid change and for flex-ibility in operations. Organizational resilience is the ability to anticipate, prepare for, and recover from disasters, emergencies, and other disruptions, and—when disruptions occur—to protect and enhance workforce and customer engagement, supply-network and financial performance, organizational productivity, City development and community well-being

Organizational Learning

Organizational learning includes continuous improvement of existing approaches; the adoption of innovations, best practices as a starting point; and significant, discontinuous change or innovation, leading to new goals, approaches, and services. The City Attorney Office has a special knowledge management role, to insure horizontal (Citywide) learning, as a Center for Lessons Learned in the realm of legal affairs, which preserves that knowledge regardless of the change in City Attorney or office personnel.

Focus on Success and Innovation

Ensuring City Attorney Office's success now and in the future requires understanding of, and forecasting, the short and longer-term factors that affect the Office the City, and its environment. It also requires the ability to drive organizational innovation.

Management by Fact

Management by fact requires an unbiased measuring and analyzing of evidence, of the City Attorney Office s performance, both inside the organization and in the competitive environment of other.

Societal Contributions

The City Attorney should stress contributions to the public and the consideration of societal well-being and benefit. The City Attorney should be a role model for the Office, the City its workforce, and citizens, in the protection of public health, safety, and the environment.

Ethics and Transparency

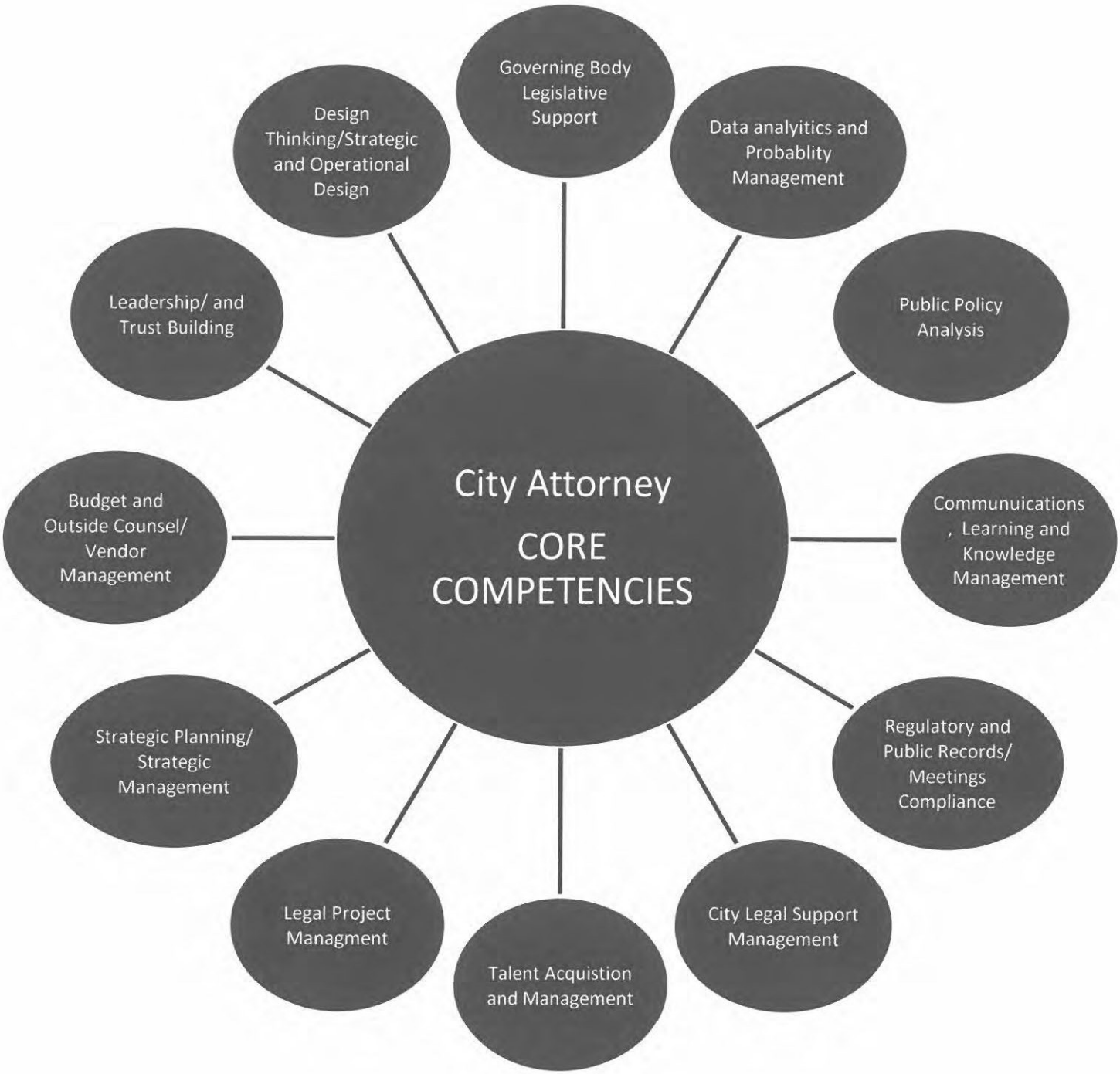
The City Attorney Office should stress ethical behavior in all stakeholder transactions and interactions. The City Attorney Office should be role models of ethical behavior, and make their expectations of stakeholder behavior very clear. This includes the important considerations of diversity, equity, and inclusion.

Delivering Value and Results

By delivering and balancing value for key stakeholders, the City Attorney builds trust and loyalty, contributes to growing the economy, and contributes to society. To meet the sometimes conflicting and changing aims that balancing value requires, the City Attorney's organizational strategy, should explicitly include key stakeholder requirements.

ATTACHMENT C

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ATTACHMENT D

This electronic document is ADA compliant.

Legal Review Humane Society Contract

TABLE OF CONTENTS

		Page
1.	Introduction	2
1.	Executive Summary	3
2.	Recommendations	4
3.	Discussion	5

TAB 1	Draft of contract
TAB 2	1987 Lease
TAB 3	HSSLC Form 990 (Return of Organization Exempt from Income Tax) 2000 to 2015

1. Introduction

This is an informal review of the draft contract dated August 20, 2018, between the Humane Society of Saint Lucie County (HSSLC) and the City of Fort Pierce (City) TAB 1, and the 1987 lease agreement TAB 2.

This review is limited in two respects: financial and service delivery conditions.

Financial data for review is limited. A review of the HSSLC IRS Form 990 (Return of organization Exempt from Income Tax) was limited to 2001 through 2015 TAB 3. The Form 990 was unavailable for the years 2016 and 2017.

Conditions at the shelter are currently under investigation by Saint Lucie County. An inquiry was made to Saint Lucie County Communications Division Director Erick Gill. Mr. Gill indicated that report was not yet complete.

EXECUTIVE SUMMARY

1. The contract fails to provide language required in all public contracts by the Public Records Law. The contract's document retention period by the HSSLC fails to comply with the Public Records Law This renders the agreement both subject to attack, and may expose the City Commissioners to sanctions for violations of the Public Records Law. Contract language changes required.

2. The contract insurance provisions allow for coverage gaps, and does not specify what specific endorsements to the policy are required, deductibles, and insurance carrier rating, claim and cancellation notices. Contract language changes required.

3. Concern about the financial responsibility of the HSSLC, appears to have some basis, based upon available HSSLC tax returns. Place HSSLC on a month to month contract pending financial review. Negotiate placement of a city representative on HSSLC Board of Directors. Contract language changes required. A month to month contract and payment for services should continue until the HSSLC financial picture is clearer.

5. The quality of performance (treatment of animals) consideration is awaiting the County's report on conditions. A month to month contract and payment for services should continue until the HSSLC shelter conditions are clarified.

6. The contract fails to provide procedures in the event of termination, to provide a smooth transition from the HSSLC to the city or successor provider for the City.

RECOMMENDATIONS

1. Public Records.

To comply with Florida statutes, the required language concerning access to public records held by third parties, should be added to the contract. Records retention time should be changed from 3 years to a minimum of 5 years.

2. Insurance.

Paragraph 14.A. of the contract provides for 30 days notice of cancellation or non-renewal of insurance. And, paragraph 16 provides that notices are to be in writing. These requirements should be stated in terms of the specific protective endorsements to be used.

3. Financial Responsibility.

If this concern is validated, then paragraph 8 of the agreement should have monthly reporting (under oath) and payment made on a monthly basis, rather than a quarterly basis. In the interim, the contract should be continued and paid on a monthly basis.

4. Shelter conditions.

If this concern is validated, the interim, the contract should be continued and paid on a monthly basis.

5. Future planning.

Other than a 30-day termination clause in paragraph 15, the contract is silent as procedures on termination. Procedures for the City to take over HSSLC operations in the event of termination should be outlined in the contract.

DISCUSSION

1. Public Records.

On July 1, 2016, Florida statutes now require specific wording for all public contracts concerning public records.

A. Required contract provisions.

Section 119.0701(a) Florida Statutes provides that:

> Contract requirements. — In addition to other contract requirements provided by law, each public agency contract for services entered into or amended on or after July 1, 2016, must include:
>
> (a) The following statement, in substantially the following form, identifying the contact information of the public agency's custodian of public records in at least 14-point boldfaced type:
>
> **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).**

Section 119.0701(b) Florida Statutes further requires in each contract:

> A provision that requires the contractor to comply with public records laws, specifically to:
>
> 1. Keep and maintain public records required by the public agency to perform the service.
>
> 2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

3. Ensure 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 contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency. [Emphasis added.]

NONE of these provisions required by the Public Records Law are in the HSSLC contract. Failure to comply with Chapter 119, exposes the City penalties for non-compliance under Section 119.07(1) Florida Statutes. You are not being protected from unknowingly violating Florida law.

B. Records retention.

Any records generated as the result of City expenditures or a contract are public records.

Florida Administrative Code section 1B-24.003 establishes record retention schedules. These retention schedules were established for each category of public agency, and detail the retention period for each type of public record.

The applicable retention schedule is *State of Florida General Records Schedule GS1-SL For State And Local Government Agencies*, Florida Department of State Division of Library and Information Services, February 19, 2015.

Two provisions in GS1-SL are relevant. They are found on page 11 of GS1-

SL and state:

DISBURSEMENT RECORDS: DETAIL **Item #340**

This series consists of records documenting specific expenditures or transfers of agency moneys for the procurement of commodities and services and other purposes. The series may include, but is not limited to, procurement records such as requisitions, requisition logs, purchase orders, contracts, purchasing card (p-card) receipts, vendor invoices, receiving reports, acceptances of contract deliverables, approvals, and related documentation; and expenditure records for disbursements made through checks, warrants, electronic fund transfers (EFT), purchasing cards, or other methods, such as payment vouchers, approvals, check registers, cancelled checks, check stubs, cancelled warrants, disbursement ledgers, journal transactions, expenditure detail reports, refund records, and other accounts payable and related documentation. Retention is based on Section 95.11(2), Florida Statutes, Statute of Limitations on contracts, obligations, or liabilities. See also "DISBURSEMENT RECORDS: SUMMARY," "PURCHASING RECORDS," and "TRAVEL RECORDS."
RETENTION: 5 fiscal years.

DISBURSEMENT RECORDS: SUMMARY **Item #341**

This series consists of records providing summary or aggregate documentation of expenditures or transfers of agency moneys for the procurement of commodities and services and other purposes. The series may include, but is not limited to, summary records such as trial balance reports, check logs and registers, summary expenditure reports, federal grant final closeout reports, summary journal transactions, and other accounts payable summary and related documentation. See also "DISBURSEMENT RECORDS: DETAIL."
RETENTION: 10 fiscal years.

Paragraph 12 of the contract provides that the HSSLC is to keep records for a period of **three years**. Detailed records are required under GS1-SL Item 341are to be kept for five years. Summaries records are required under GS1-SL Item 341are to be kept for **ten years.** The record retention period in paragraph 12 must be adjusted accordingly.

To fix these problem, recommended language is provided under TAB 3.

2. Insurance.

The contract insurance provisions under paragraph 14 of the contract, allows for potential coverage gaps, and does not specify what specific endorsements to the policy are required, deductibles, and insurance carrier rating. and cancellation notices. The contract addresses restrictive endorsements, but does not specify protective endorsements. Contract language changes required.

The contract requires insurance no less restrictive language than that found in the most recent standard Commercial General Liability Form (ISO Form CG 00 01). The latest version is the April 2013 version. (CG 00 01 13) The contract provides for the City to be as named insured by the use of a CG 20 10 endorsement. And, provides for 30 days' notice of cancellation to the City by mail.

The contract should specify use of a CG 02 05, which amends the cancellation provision. This allows for direct notice to the City as an additional insured. CG 00 01 **only** provides for the first named insured, the HSSLC to be notified. While the contract mentions this, specification of the exact form to be used as a standard should be indicated.

Further, use of the endorsement form CG 02 05 allows for notification for a period other than 30 days, to expand time for the city to take action, if the HSSLC's insurance lapses. This would further prevent a coverage gap due to a lapse.

The contract is silent as to the rating of the carrier. An example would be A.M. Best's Financial Strength Rating of A- Class VIII. Nor does it specify what deductible on the policy is acceptable to the City. These are important considerations in the purchase of an insurance product by HSSLC.

There is no indemnification provision in the contract. This would provide additional protection to the City.

Finally, there is no provision for the HSSLC to notify the city if a claim is filed. This is necessary for adequate monitoring of potential claims.

3. Financial Responsibility.

Partial financial data from HSSLC IRS Form 990 for 2000 through 2015

reveal the following information:

HSSLC GROSS AND NET REVENUES
(TAB Form 990)

	Total Revenue Form 990 line 12)	Revenue Less Expenses (Form 990 line 18)	Return Filing date
2015	1,226,889	-268,881	2017-08-14
2014	1,356,177	-278,779	2016-08-02
2013	1,913,611	176,530	2015-08-13
2012	1,644,520	204,575	2014-02-17
2011	2,730,915	1,321,945	2013-03-25
2010	1,545,643	48,703	2012-04-10
2009	1,297,942	-184,725	2011-02-02
2008	1,443,150	11,559	2010-04-14
2007	1,609,413	136,456	2009-01-29
2006	1,422,287	53,450	2008-02-25
2005	1,414,376	29,106	2007-03-16
2004	1,110,458	54,676	2006-02-10
2003	Not available	Not available	Not available
2002	735,819	-176,551	2004-02-06
2001	1,027,156	217,549	2003-02-06
2001	650,190	-77,102	2002-01-02

Form 990 for 2016 and 2017 were not available online for review.

The form 990s reflect that for the 16-year period above, six of those years the HSSLC appears to have operated in the red.

This gives cause to review the Form 990s for 2016, 2017 and a 2018 year to date financial statement, prior to entering into the contract.

At the April 2018 BHSSLC Board of director meeting, the HSSLC set the laudable goal to have it's shelters as "no kill" shelters. This will correspondingly increase costs over time. This factor should be considered when evaluating future financial viability of the HSSLC, as well as future payments from the City to the HSSLC.

Because services must continue, the contract should be on a month to month basis, with financial records and payment on a monthly basis. Consideration to be given to requiring a City representative (either City staff or a City volunteer), on the HSSLC Board of Directors to more closely monitor operations.

4. Shelter conditions.

An inquiry to Saint Lucie County Communications Division Director Erick Gill revealed that the County Board of Commissioners is awaiting a report on shelter conditions. Investigation by the city of shelter conditions should await the County's report, to determine if further investigation is required.

The County has continued its contract with the HSSLC on a monthly basis. Prudence dictates the City follow a month to month contract until the situation is clarified.

5. Future planning.

Other than a 30-day termination clause in paragraph 15, the contract is silent as procedures on termination. Procedures for the City to take over HSSLC operations in the event of termination should be outlined in the contract.

While the 2016 Public-private partnerships stautue, Section 255.065 Florida Statutes does not currently apply to existing relationships, the principles embodied in that section should be given consideration in future contracts.

###

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

JOHN ANASTASIO, III

REFERENCES INCLUDE:
Circuit Court Judge (Florida) - Professional Colleague
Private Attorney (Stuart, FL) – Professional Colleague
Private Attorney (Hollywood, FL – Professional Colleague

PROFESSIONAL STRENGTHS:
Highly Intelligent
Leadership skills
A creative problem solver
Research driven and detail focused.
Continuous learner
Self-improvement - a continuous learner

PERSONALITY:
Hard working
Professionally dedicated.
Speaks his mind (assertive but sensitive)
Good sense of humor
Skilled at diffusing contentious situations

INTERPERSONAL CHARACTERISTICS:
Articulate
Clear verbal and written communicator

MANAGEMENT:
Team leadership style
Seeks and welcomes input.
Provides clear direction.
Delegates effectively
Retains staff for long periods and is highly respected by them.

John Anastasio

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

City Commission Special Meeting 5:05 p.m.
Meeting Date: 09/11/2023
Re:

Information

SUBJECT:
Rhonda Montoya Hasan

Attachments

Hasan

Form Review

Form Started By: Linda Cox Started On: 08/18/2023 10:29 AM
Final Approval Date: 08/18/2023

RHONDA MONTOYA HASAN

PERSONAL

Address: NA

Contact: [redacted]

EDUCATION

Juris Doctor
University of Miami School of Law, Coral Gables, Florida

Bachelor of Arts, in History and Religion
Duke University, Durham, North Carolina

SUMMARY OF RELATED EXPERIENCE

2014 - Present	CITY OF FORT LAUDERDALE, FLORIDA Population 181,668
	Assistant City Attorney
1997 - 2014	CITY OF MIAMI BEACH, FLORIDA Population 82,890
	First Assistant City Attorney, City Attorney's Office
2003 - 2013	ST. THOMAS UNIVERSITY SCHOOL OF LAW Miami, Florida
	Part-time Instructor
1990 - 1993	ADMINISTRATIVE OFFICE OF THE COURTS, ELEVENTH JUDICIAL CIRCUIT, MIAMI, FLORIDA
	Judicial Clerkship
1986 - 1987	PRESTON,THORGRIMSON, ELLIS & HOLMAN Washington, DC
	Administrative Assistant
1985	U.S. DEPARTMENT OF STATE Washington, DC
	Intern

Good morning Mr. Slavin.

Attached please find my resume in consideration for the City Attorney position. As you can see from the attached, I have a long history in government and have virtually touched upon every aspect of law that comprises a governmental attorney practice. I also would note that I was offered the City Attorney position for the City of Margate in 2018 but opted to stay here at Fort Lauderdale. For me, I am looking for the right opportunity and feel that the unsettling posture of our office currently is not a good fit for me any longer.

I would be pleased to discuss my credential with you in greater detail as well as with the City Commission. I am confident that I could be an asset to Fort Pierce.

I look forward to hearing from you.

Best regards,

Rhonda Montoya Hasan
Attorney at Law

RHONDA MONTOYA HASAN, ESQ.

[redacted]

BAR ADMISSION

The Florida Bar, admitted 1990.
U.S. District Court, Southern District, admitted 1993.

EDUCATION

University of Miami School of Law, Coral Gables, FL
Juris Doctor, *cum laude*
Research and Writing Editor, Executive Board Member, Entertainment & Sports Law Review; Author, *The Battle in Both Courts, NCAA v. Tarkanian*, Ent. & Sports L.Rev. (Spring 1990).

Duke University, Durham, NC
Bachelor of Arts, in History and Religion
Sports Producer, Cable 13, Duke Video Yearbook; Reporter, The Chronicle; Managing Editor, Teacher-Course Evaluation Book

EXPERIENCE

City Attorney's Office, Fort Lauderdale, FL
Assistant City Attorney, 2014 – Present
Administrative Law: Coordinate and handle Building, Fire and Code Compliance enforcement matters; present cases before various City and County Administrative boards, including Special Magistrate, Code Enforcement Board, Unsafe Structure Board, and Broward County Board of Rules and Appeals. Currently staff attorney to the Board of Adjustment. Handle all appeals from administrative bodies.

Litigation: Perform all aspects of litigation, including taking and defending depositions and witness preparation, write and argue motions in County and Circuit Court; managed own case load for foreclosure defense and personal injury matters; defend against as well as bring actions for injunctive relief.

General: Prepare resolutions, draft multiple ordinances; review commission memoranda, review development agreements; draft contracts; interlocal agreements; review Public Works task orders and change orders; handle issues on utility billing, procurement, public works operational issues, public works construction issues; review and approve City Attorney office bills; review all Fire Department policies and procedures for accreditation process; review hold harmless agreements; review software and licensing agreements for all departments; review memoranda of understanding with various outside government agencies; provide general daily support to all divisions of Public Works (Fleet, Sanitation, Sustainability, Engineering and Utilities), Code Compliance, Building, Fire, Information Technology and Utility Billing; liaison for the Infrastructure Task Force, Consent Order Progress Committee and Solid Waste Working Group.

City Attorney's Office, Miami Beach, FL
First Assistant City Attorney, 1997 – 2014
Commercial and Construction Litigation: Performed all aspects of litigation, including taking and defending depositions and witness preparation; researched, wrote and argued motions in County

and Circuit Court; managed own case load; prepared appellate briefs and presented oral arguments before the 11th Circuit Court of Appeals and the Third District Court of Appeals; defended against actions for injunctive relief; negotiated settlements at numerous mediations; assisted in compliance with development agreements.

Capital Improvement Projects Office: provided general daily legal, pre-litigation support for all City projects as requested; negotiated with bonding companies; prepared settlement agreements; prepared default and termination notices; evaluated construction, delay and equitable adjustment claims; handled all litigation of City projects; co-managed large cases with outside counsel; reviewed and approved outside counsel bills; selected and coordinated with trial experts; prepared licensing and hold harmless agreements.

Legal Advisor, Building and Fire Departments: Coordinated and handled Building, Fire and Parking Departments enforcement matters; presented cases before various City, County and State Administrative boards, including Special Master, Miami-Dade County Unsafe Structures Board, Miami-Dade County Board of Rules and Appeals, Miami-Dade County Fire Prevention and Safety Appeals Board, Florida Building Commission, Florida Construction Trades Qualifying Board and Florida Electrical Contractors' Licensing Board; conducted training of regulatory departments' inspectors; participated in meetings with homeowners, developers, contractors and design professionals to assist regulatory departments in resolving code issues; opined on HIPAA issues; prepared formal legal opinions; reviewed resolutions and proposed City Code changes.

Labor and Personnel Issues: defended administrative appeals of employee discipline action; prepared and cross examined witnesses, prepared and executed opening and closing statements.

Personal Injury: handled all aspects of personal injury cases, including taking depositions, preparing and answering discovery; evaluated medical records and IME's; consulted with Risk Management to evaluate value of cases; participated in mediations; drafted settlement agreements and releases.

Member of final interview panel for selection of the City's current Risk Manager and Fire Chief, 2013.

Reviewed public records requests, coordinated multi-department responses and provided formal response to requestors.

St. Thomas University School of Law, Miami, FL
Instructor, 2003 - 2013
Part time instructor for Legal Research and Writing; Advanced Legal Writing; Appellate Advocacy.

Administrative Office of the Courts, Eleventh Judicial Circuit, Miami, Florida, Miami, FL
Judicial Clerkship, 1990 – 1993

Preston, Thorgrimson, Ellis & Holman, Washington, DC
Administrative Assistant, 1986 – 1987

U.S. Department of State, Washington, DC
Intern, Summer 1985
Top secret security clearance.

COMMUNITY LEADERSHIP AND HONORS

Named a Top Government Attorney, *South Florida Legal Guide,* 2012 ed.

Member, Florida Elevator Safety Technical Advisory Committee, 2014-2016.

Member, Florida Bar Grievance Committee, 11th Judicial Circuit, February 2000-2003; Chairman, 2002-2003.

CLE Lecturer on Building Codes and National and Local Speaker on Nightclub Overcrowding.

Member, State Fire Code Technical Advisory Committee, 1999 to 2001.

Leadership Miami, Greater Miami Chamber of Commerce, 1991-1992.

Member, Leadership 2000, 1995 - 1998.

Coordinator for the City of Miami Beach, International Municipal Lawyer's Association Annual Conference, 1998.

President, Duke Alumni Club of Miami/Ft. Lauderdale, 1988-1994; Board of Directors and Young Alumni Coordinator, March 1994-1998. Member, Duke South Florida Development Council, January 1994-1997; Duke Alumni Interviewing Committee, 1994 to present.

Member, University of Miami Alumni Board, 1993-1995.

Member, Board of Directors, UNIDAD/Miami Beach Hispanic Community Center, August 1997-2001.

Fundraising Advisor, Hispanic Law Enforcement Association of Miami Beach, Inc., April 1997-2000.

Graduate and Class Commander, City of Miami, Citizen's Police Academy, 1998.

Member, Board of Directors and Treasurer, 2012 -2015, Davie Country Estates Homeowners' Association; past Vice-President and President, January 2004 to 2012.

Member, Architecture Review Committee, Imagination Farms Homeowners' Association, 2018 to present.

[redacted]

Vice-Chairman of Events Programming, Historical Museum of South Florida (Tropees), 1996 - 1999; Member, Board of Directors, 1994 - 1999; Chairman and Founder, Historic Pursuit Fundraiser, 1995-1998, nationally recognized in December 1998 edition of *Harper's Bazaar* as one of the top fundraising events in Miami.

Delegate, 1995 Florida Democratic Party State Convention.

Member, Dade County Democratic Executive Committee, 1996 - 2000.

Coach, NCAA Goya/Pharmed Men's Summer Basketball League, Miami, Florida, 1988-1998.

REFERENCES

Available upon request.

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

RHONDA HASAN

REFERENCES INCLUDE:
City of Fort Lauderdale Assistant City Attorney – Professional Colleague
City of Miami Beach Deputy City Attorney – Professional Colleague
City of Fort Lauderdale Assistant City Attorney – Former Professional Colleague and Subordinate

PROFESSIONAL STRENGTHS:
Wide breadth of professional knowledge with particular depth in code compliance, capital improvement, and regulatory matters
Well-rounded experience and talent
Leadership
Management
Solution focused - Skilled at getting to "yes."
Multi-tasking
A true team player

PERSONALITY:
Collaborative
Open
Easy to work with

INTERPERSONAL CHARACTERISTICS:
Diligent
Keep everyone in the loop and updated.
A skilled and effective communicator

MANAGEMENT:
Leads by example.
Accessible and open
Mentors her staff
Staff development
Project leadership

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Rhonda Montoya Hasan

Home Address: [redacted]

Home/Work/Cell phone numbers: [redacted] 954-828-5039 (office)

E-mail address: [redacted]

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1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans? I am looking for a city that provides a good opportunity for me. I have been offered a position as a City Attorney in 2018 but ultimately, did not feel that it was the best place for me. While I am happy in my current position, it is a good time for me in my career and life to move on and take the next step that I have been ready for some time to achieve. As you can see from my resume, I do not jump around at different jobs. I am looking for a good fit to stay for a while; it's not a stepping stone to somewhere else.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed? 4 employees; I have never managed a budget. I do review and approve all of the bills for the City Attorney's office.

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current? Various intergovernmental associations and continuing legal education seminars that are held throughout the state for government attorneys. I also receive and participate in a government attorney e-mail service where government attorneys all over the state ask questions and share information pertinent to municipal and county government.

4. Describe your leadership and management style with your employees. I feel that I am a hands off manager/leader who is about collaboration and teamwork to get the job done and to provide the best legal advice to the client.

5. Have you ever worked directly for a policy making body? Yes, regularly over the past 26 years.

6. Are you a member in good standing of the Florida Bar? Yes

7. Describe your workload tolerance.... what type of office hours do you typically keep? I am not sure what "tolerance" means. I typically work 8:30 am to 5 but often work on projects, contracts, motions, briefs, etc at night and on weekends when necessary.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year? I think the first 30 days would be largely spent on getting to know the City's priorities, the expectations for the City Attorney's office and getting to know the Mayor and Commission and the City Manager and administration. I think that the first 6 months would additionally include evaluating the staff of the City Attorney's Office and the first year would be to provide excellent legal advice and service to the Mayor and

Commission and City Administration.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change? In working with many departments daily in two different South Florida cities for decades, I believe that I understand staffing and performance, and not just in the City Attorney's office in terms of delivering quality services as well as legal advice.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence? I have always worked collaboratively and closely with City Managers, Commissioners, other charter officers and department heads. At the end of the day, the City Attorney provides advice and does not establish policy. I would say that the independence comes into play when there are legal issues to determine as opposed to issues of policy or an administrative issue. For legal issues, for example, like in contracts, legal issues must be addressed by the City Attorney's office. Remaining issues can be negotiated and collaborated on to meet the expectations of the governing body and the Administration.

11. Tell us how you communicate with your governing body and its individual members. I attend meetings and briefings on occasion with the governing body and I also appear before the City Commission at its meetings when requested. E-mail is also available and used as well to communicate directly with the governing body.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful? The City Attorney's role is to advise, so I would advise that the action was unlawful.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission? I think the City Attorney needs to be mindful of all citizens in the community that he or she serves which includes learning, understanding and respecting different points of view and again working collaboratively with the governing body, city community leaders to be responsive and maintain an open dialogue on important issues.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain. No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain. No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance? No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies. Yes.

19. Are you currently employed? Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain. No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain. No.

22. What are your compensation expectations? Commensurate with normal City Attorney salaries in South Florida.

CITY OF

City Attorney's Office

MEMORANDUM

To: Cynthia A. Everett, City Attorney

From: Rhonda Montoya Hasan, Assistant City Attorney

Date: March 2, 2018

Re: Bond Validation Process

As outlined by bond counsel, I understand the following is the process, which is governed by Chapter 75, Florida Statutes:

Initially, before filing an action in circuit court, the City Commission must approve an engineer's report describing the improvements to be undertaken and the associated costs for said improvements. The City Commission must also approve the assessment methodology pursuant to which the storm water fees are to be imposed. Lastly, the City Commission must adopt a bond resolution pursuant to which bonds are to be issued.

Step two would be the preparation of the bond validation documents which include: the validation complaint, the form of answer of the State Attorney, the Acknowledgement of Service of the State Attorney, a Memorandum of Law regarding the scope of the bond validation proceedings, the Notice of an Order to Show Cause, a Joint Stipulation, a Form Final Judgment and a Certificate of No Appeal. These are the typical form documents used for the process.

The Validation Complaint is filed in Broward Circuit Court. Once a validation hearing date has been obtained from the assigned judge, the validation complaint and notice of an order to show cause is served on the Broward State Attorney. The Order to Show Cause must be published once a week for two consecutive weeks, with the first publication not less than 20 days before the validation hearing date.

Prior to the Validation Hearing, it is advised to meet with the State Attorney to explain the nature of the project and proposed financing. A determination needs to be made at that time if the State Attorney will perfunctorily defend or if the State Attorney has substantive issues which will be vigorously presented. If there is an agreement, enter into a Joint Stipulation with the State Attorney. Unless the State Attorney will be contesting the hearing or there are third-party intervenors who oppose the validation, only two (2) City witness are required to prove the elements of the Validation Complaint. A City official needs to testify about the project and the need for financing and the Assessment Methodology Consultant needs to testify to address the appropriateness and validity of the fee methodology. Other witnesses could include the City's Financial Advisor or City Auditor and an engineering expert.

By statute and well established case law, the validation proceedings are limited in scope to: 1. the determination of whether the City has the authority to incur the bonded obligation and levy and collect Special Assessments as security therefor; 2. whether the purpose of the bonds is legal; and 3.whether the proceedings authorizing the obligations were proper.

It should be noted that courts have consistently held that collateral issues such as advisability, location or fiscal integrity of the project(s) is beyond the scope of judicial review in validation proceedings.

Once the Validation Hearing has been conducted, the judge would execute the final judgment which would be filed with the Clerk of Court. If the hearing is uncontested, this usually occurs at the end of the Validation Hearing. Once it is filed with the Clerk, the appeal time starts to run. If no appeal is filed within 30 days after entry of the Final Judgment, a Certificate of No Appeal is obtained from the Clerk of Court.

I have attached a copy of Chapter 75, Florida Statutes for reference.

RMH:mi

Interoffice Memorandum

City Attorney's Office

To: Cynthia A. Everett, City Attorney

From: Rhonda Montoya Hasan, Assistant City Attorney

Date: June 30, 2017

Re: City Engineer

The City Manager is recommending the elimination of the position of City Engineer as head of the engineering division within the Public Works Department. Once the ordinance amendments were noticed, concerns were raised at Commission meetings and in e-mails by former employees who held the position of City Engineer. The legal issues raised by Peter Partington, PE, former City Engineer are discussed in this memorandum. The issues raised by Hector Castro, PE, former City Engineer echo those of Mr. Partington.

1. City Engineer will no longer be in responsible charge of the Engineering Division/Department and the Director of PWD is not a licensed professional engineer and therefore under Chapter 471, Florida Statutes, he cannot be responsible
2. The Engineering Division will need to be under the supervision of a licensed professional engineer

Generally, it is correct that a licensed professional engineer would be required to sign and seal design output of the City's engineering division under Chapter 471, Florida Statutes. As used in Florida Statutes Chapter 471, Florida Administrative Code 61G15-18.001(1) defines responsible charge as "that degree of control an engineer is required to maintain over engineering decisions made personally or by others over which the engineer exercises supervisory direction and control authority" or otherwise defined as the Engineer of Record as defined in subsection 61G15-30.002(1), F.A.C. The supervisory standards are also set forth in this section of the Florida Administrative Code and include personally making engineering decisions, reviewing and approving proposed decisions prior to their implementation and approving of standard engineering design details. The Engineer of Record may not delegate and must make engineering decisions which could create a danger to the health, safety and welfare of the public.[1] However, there is no

[1] 61G15-18.011(1)(b)1-4: selection of engineering alternatives to be investigated and comparison of alternatives; selection or development of design standards or methods and materials to be used; selection or development of techniques or methods of testing to be used in evaluating materials or completed works; and development and control of operating and maintenance procedures.

statutory requirement that the Director of PWD be a licensed professional engineer. The Assistant Director over the Engineering Division is a licensed professional engineer, as is the Deputy Director of PWD. It would appear that those two positions, as they current exist in the City's organizational chart would satisfy the requirements of responsible charge.

In addition, if a project's estimated cost is under $10,000, a licensed professional engineer is not required.[2] In addition, under §471.003(2)(b)2, municipal employees who are subordinates of a person in responsible charge licensed under Chapter 471, need not be licensed, as long as the supervisory standards meet the standards of the Board of Professional Engineers and again, both the Assistant Director over Engineering and the Deputy Director of PWD both fulfill those statutory requirements by being licensed professional engineers in the state of Florida.

3. Placing City Engineer Position at a lower grade sets up an inherent possible conflict between City Engineer and Management of DSD, specifically Chapter 61G15-19, Florida Administrative Code, especially #6L

Issues were also raised with regard to the possible conflicts between city engineer and management of DSD and the potential of a non-engineer overruling a City Engineer's professional judgment. Chapter 61G-15-19.001 addresses grounds for disciplinary procedures against the professional engineer. Subsection (6)(l) specifically states that an *engineer* can be subject to discipline if his engineering judgment is overruled by an unqualified lay authority. In essence, the City Engineer in making engineering decisions is autonomous in that regard. If a lay authority overrules the City Engineer, it is incumbent upon the *engineer* to inform the employer, and the responsible public authority of the possible circumstances. Similarly, there are other sections in Chapter 61G, such as subsection(6)(g) that require the engineer to only affix his/her seal to plans, specifications and/or drawings where he/she has personally prepared same or they have been prepared under his/her responsible supervision, direction and control. There is a companion provision under Fla. Stat. §471.033(1)(j).

4. Part of Engineering Division's design function is construction management of City projects and licensed professional engineers are bound by a code of ethics pursuant to Chapter 471, Florida Statutes and a City Engineer is more answerable to the City Manager and City Commission than an unlicensed director of PWD or a licensed engineer placed in charge of some part of engineering design or construction.

[2] Under §471.003(2)(b)1, a person is not required to be licensed for municipal projects where the total estimated cost of said project is $10,000 or less.

All design and constructions professionals, whether it is a licensed professional engineer, licensed architect or licensed general contractor are bound by a code of ethics respective to that particular professional license. Both Chapter 471, Florida Statutes, as well as 61G15-19.001, Florida Administrative Code govern any licensed professional engineer, not just a City Engineer. Licensed general contractors are governed by Chapter 489, Florida Statutes and Licensed architects are governed by Chapter 481, Florida Statutes. All are subject to discipline by their respective licensing boards should they not follow the code of ethics and/or other requirements of their respective licensure.

5. Section 2-125 is proposed to be eliminated which specifies that the Engineering Division shall prepare all plans and specifications for public improvement...and when the total cost exceeds $10,000. Any public improvement not designed under the responsible supervision of a licensed engineering will be subject to possible liability issues

As previously mentioned, the law does not require a licensed professional engineer if a municipal project's estimated cost is under $10,000 under Fla. Stat. §471.003(2)(b)1. Outside consultants, who are engineers, are mandated to adhere to the requirements in Florida Statutes, the Florida Administrative Code and the Florida Building Code in the preparation of plans and specifications for public improvements.

History of City of Fort Lauderdale City Engineers

Since 1997, four individuals have served as City Engineer. With the exception of Alex Scheffer and Jill Prizlee, City Engineers were a part of the Public Works Department.

From 3/23/97- 6/21/04, Hector Castro, PE, served as the City Engineer

From 11/21/04 – 3/16/12, Peter Partington, PE, served as the City Engineer

From 7/25/12 – 10/30/15, Hardeep Anand, PE, served as the City Engineer. He also served as a Deputy Directory from 10/14/12-5/26/13 and then Director until 10/30/15.

From 10/23/15 – 4/13/17, Alex Scheffer, PE, served as City Engineer. Prior to that time, he was the Urban Design Engineer.

From March 20, 2017 to present, Jill Prizlee, P.E. serves as temporary City Engineer. Prior to that time, she was a Senior Project Manager.

Other Jurisdictions

Several governmental jurisdictions were contacted to ascertain their respective organizational structure with regard to a City Engineer. In the City of Miami Beach, the position of City Engineer is a part of Public Works who answers to the Director of Public Works/Assistant City Manager (the individual holds a dual position). In the City of

Reference Summary

Hollywood, the position of City Engineer is part of the Sustainable Development Department, Development Services Division. The City Engineer heads the Engineering and Architectural Services – Transportation and Mobility, which is a subdivision of DSD. The other subdivisions are Building, Planning and Zoning, Parking and Community Development. In the City of Miramar, the position of City Engineer is part of Public Works.

Rhonda Hasan

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

City Commission Special Meeting 5:05 p.m.
Meeting Date: 09/11/2023
Re:

Information

SUBJECT:
Sara K. Hedges

Attachments

Hedges

Form Review

Form Started By: Linda Cox Started On: 08/18/2023 10:29 AM
Final Approval Date: 08/18/2023

SARA K. HEDGES

PERSONAL

Address: Not Provided

Contact: Phone: Not Provided
Email: [redacted]

EDUCATION

Juris Doctor *Cum Laude*
Mercer University Walter F. George School of Law - Macon, GA (2012)

Bachelor of Arts - Political Science *Summa Cum Laude*
Florida State University - Tallahassee, FL (2009)

SUMMARY OF RELATED EXPERIENCE

2021 - Present — CITY OF FORT PIERCE, FLORIDA
Population 47,927

- 2003 - Now — Interim City Attorney
- 2023 - Now — Senior Assistant City Attorney
- 2021 - 2023 — Assistant City Attorney

2012 - 2021 — STATE OF FLORIDA; 19TH JUDICIAL CIRCUIT

- Assistant State Attorney

August 12, 2023

Honorable Mayor and Members of the City Commission
c/o Mr. Robert E. Slavin
100 North US 1
Fort Pierce, FL 34950

Dear Mayor Hudson and Members of the City Commission:

Please allow this letter to serve as my formal application for the position of City Attorney for the City of Fort Pierce. It has been an honor and privilege to serve the City since 2021. Since joining the City Attorney's Office, I have served as the Assistant City Attorney, the Senior Assistant City Attorney, and as the current Interim City Attorney.

Prior to my employment with the City, I served as an Assistant State Attorney for the Nineteenth Judicial Circuit of Florida. This afforded me the opportunity to actually serve Fort Pierce long before my current employment. For approximately a decade, my sole practice as an attorney has been in Fort Pierce.

My experience in the City Attorney's Office affords me with the unique knowledge of how the Office runs and what is needed to continue to build upon the Office's successes, productivity, and efficiency. I look forward to all of the opportunities ahead for the growth, development, and prosperity of the City, its residents, and its businesses. I hope to continue to be a part of the bright future ahead for the Sunrise City by continuing to provide excellent legal service for years to come.

Sincerely,

/s/ Sara K. Hedges

SARA HEDGES

Esquire
Admitted to Florida Bar: September 2012

Juris Doctor

Mercer University,
Walter F. George School of Law
Graduated: 2012, *Cum Laude*
GPA: 88.742
Class Rank: 29/139

Bachelor of Science

Florida State University
Graduated: 2009, *Summa Cum Laude*
Political Science Major: 3.9 GPA
Sociology Major: 4.0 GPA

HONORS & ACTIVITIES

Mercer University

- Mercer Law Review Member (F2011-2012)
- Dean's List (F2010, S2011, F2011)
- Mock Trial Board of Mercer Advocacy Council (S2012)
  - National Trial Competition, Memphis Regional Participant
- Advanced Legal Research CALI Excellence for the Future Award (F2011)
- Intraschool Mock Trial Competition Participant (F2010, F2011)
- Association of Women Law Students (F2010 - S2012)
  - Outlining Seminar Panelist (F2011)

Florida State University

- President's List (F2006, S2006, F2008)
- Dean's List (F2005, S2006, S2007)
- National Society of Collegiate Scholars (2006-2009)
- Golden Key International Honour Society (2007-2009)
- Phi Alpha Delta Pre-Law Fraternity (2007-2009)
- Phi Kappa Phi Honor Society (2008-2009)

Community Activities

- Big Brothers Big Sisters Bowl for Kids' Sake
- Annual Charity Volleyball Tournament for Juvenile Diabetes

PROFESSIONAL EXPERIENCE

City Attorney's Office

City of Fort Pierce
Interim City Attorney: July 2023 - Present
Senior Assistant City Attorney: May 2023 - Present
Assistant City Attorney: December 2021 - May 2023

- Advise and Provide Legal Opinions to City Officials and Staff on Federal, State, and Local Laws
- Legal Areas of Practice Include: Public Record and Sunshine Laws, Civil Litigation, Finance, Real Estate, Engineering, Construction, Labor Relations, Planning and Zoning, Animal Control, Code Enforcement, Grants, Environmental Regulations, and Law Enforcement Matters
- Draft and Review Ordinances and Resolutions
- Draft and Review Contracts
- Represent the City in Special Magistrate Hearings
- Police Legal Advisor Responsibilities: Risk Protection Orders, Civil Forfeiture Litigation, and Training
- Civil Litigation Responsibilities: Drafting Complaints, Petitions, Answers, and Motions
- Legal Advisor to City Boards and Committees
- Conduct Open Government Trainings

State Attorney's Office

19th Judicial Circuit of Florida
Assistant State Attorney: October 2012 - December 2021

- Over 80 Jury Trials
- Felony Prosecutor of Offenses Including: Murder, Child Abuse, Burglary, Robbery, and DUI Manslaughter
- Responsibilities: Filing Decisions, Motion Practice, Plea Negotiations, Jury and Non-Jury Trials, Violations of Probation, and Appellate Proceedings

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Sara Hedges

Home Address:

Home/Work/Cell phone numbers: 772-467-3046

E-mail address:

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1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?

    a. I am proud to say I have been employed by the City of Fort Pierce since 2021. I have dedicated my career to public service and hope to continue to serve the public as the City Attorney.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?

    a. As the Interim City Attorney, I currently supervise three employees in the City Attorney's Office. The City Attorney's Office is currently staffed with myself and a paralegal, who reports directly to me. The Risk Management Department, consisting of two employees, also reports to the City Attorney. The current operating budget for the City Attorney's Office is approximately $800,000.00.

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?

    a. I have attended multiple continuing legal education (CLE) seminars while employed with the City Attorney's Office. This affords me the opportunity to stay current on any new legal developments. I have also worked to build contacts with other local government attorneys, to include those here on the Treasure Coast. I also receive list serve updates through associations for municipal attorneys and police legal advisers. As for those working in the City Attorney's Office, legal concepts are discussed as applicable to situations that arise. When relevant seminars, trainings, or certifications are available, employees are encouraged and permitted to attend to ensure the City of Fort Pierce has the best trained staff possible, while also being mindful of budgetary and policy restrictions.

4. Describe your leadership and management style with your employees.

    a. In a professional office, I believe employees should be assigned tasks commensurate with their abilities, while also working to improve their abilities and skills even further. I believe and expect the professionals in my office can be assigned a task and be able to execute that task, correctly and timely, without constant oversight. If an employee falls below the expectations and requirements of their position, such will be handled according to applicable rules and policies.

b. I believe it is my job as the leader to keep myself open for all questions, concerns, and ideas. I prefer a collaborative effort with my office. I see us as a team. I have encouraged my employees to come to me to discuss any questions, concerns, or ideas they have. I have kept and will continue to keep myself open to suggestions from within the office on how we can effectively and efficiently operate to represent the City of Fort Pierce. While the final say on how the office runs rests with me, I feel that the office runs more efficiently when everyone's ideas are heard, discussed, and considered.

5. Have you ever worked directly for a policy making body?

    a. Yes, with the City of Fort Pierce.

6. Are you a member in good standing of the Florida Bar?

    a. Yes, since 2012.

7. Describe your workload tolerance.... what type of office hours do you typically keep?

    a. As the Assistant City Attorney and as the Interim City Attorney, I have found the typical 8:00am to 5:00pm, Monday through Friday hours do not apply. Throughout my time with the City of Fort Pierce, I have worked early mornings, late evenings, nights, and weekends when the workload demands. I have made myself available at all hours of the day and night for any issues requiring my attention. I will continue to do so as the City Attorney.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?

    a. Within the first thirty days, I will seek to replace the Assistant City Attorney position so that the office can run at full staff. I will continue to evaluate the current flow and efficiency of the office. When I first became the Interim City Attorney, I met with my staff to discuss how the office currently runs, any suggestions for improvement they had, and minor changes I wanted implemented. As I have evaluated since taking over, I will continue to do so for any long-term changes needed to improve the office.

    b. Within the first six months, I would like to have the City Attorney's Office fully staffed and trained. I would seek to implement any policies needed to increase efficiency and effectiveness in the office, monitor those changes, and evaluate their viability.

    c. Within the first year, I would like to see the implementation of any policies determined to increase the efficiency and effectiveness of the office.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

    a. Since beginning with the City Attorney's Office, I have sought to identify areas in which this office and the City as whole could improve. The City Attorney's Office began using electronic Requests for Legal Services (RLS) under the previous City Attorney, which has allowed us to receive, process, and return an RLS much more quickly than before. This is an ongoing analysis to continue to improve

efficiency. I have worked with the Fort Pierce Police Department on multiple issues to streamline communication and effective legal representation. For example, I have worked to make sure legal process is properly served and tracked for all civil litigation matters. On day one of being the Interim City Attorney, I began working to identify issues in need of change, in addition to those I had previously identified. I will continue to do so as the City Attorney and implement any necessary changes to improve the office.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence?

    a. The City of Fort Pierce is structured so that the three Charter Officers, the City Attorney, the City Clerk, and the City Manager, are all separate and distinct. The Charter Officers hold equal status within the City. All three must work together in a mutually respectful manner to accomplish the common goals of the City. There will be times, however, when not all will agree. Having the ability to explain one's position in a respectful manner is imperative to proper functioning of the City. As the City Attorney, the obligation is ultimately to the City. While I will seek to continue a cooperative working relationship with the other Charter Officers, my obligations to the City and my obligations as the City Attorney will always take priority.

11. Tell us how you communicate with your governing body and its individual members.

    a. I believe in direct, open, and honest communication. I have strived to provide a clear analysis of my legal positions to the City Commission. I see the role of the City Attorney as providing all legal options to the City Commission so that an informed, legally correct decision can be made. That is what I have strived to do and will continue to do as the City Attorney.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

    a. If such a situation were to ever occur, I would clearly communicate the legality and illegality of all options. I would follow my ethical obligations as an attorney.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

    a. I have sought to make myself available for any and all issues facing the Fort Pierce Police Department that may require legal assistance. I have provided legal updates, analysis, and training whenever requested. By following the law and performing duties constitutionally, liability faced by the City is reduced. I will continue to strive for such a reduction as the City Attorney.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

a. No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

    a. No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

    a. No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

    a. Yes.

19. Are you currently employed?

    a. Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

    a. No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

    a. No.

22. What are your compensation expectations?

    a. Negotiable.

THE SUNRISE CITY
FORT PIERCE
CITY ATTORNEY'S OFFICE Florida

TO: MERYLEE CASTELLANOS, RECORDS SUPERVISOR

FROM: SARA HEDGES, ASSISTANT CITY ATTORNEY SH

THROUGH: TANYA EARLEY, CITY ATTORNEY TME

RE: PUBLIC RECORDS CHANGES TO SECTIONS 316.066 AND 316.650, FLORIDA STATUTES, TRAFFIC CRASHES AND TRAFFIC CITATIONS

CAO RLS FILE: 23-91

DATE: APRIL 24, 2023

As previously discussed, Senate Bill 1614 (2022) amended F.S. 316.066, relating to Crash Reports and F.S. 316.650, relating to Traffic Citations. **Effective March 1, 2023**, these statutes have been amended as explained below as it relates to the release of Crash Reports and Traffic Citations pursuant to a public records request. Most significantly, Crash Reports no longer become public record 60 days after they are filed. I have uploaded a newly drafted Sworn Statement to Obtain Traffic Crash Report based on the amendments to F.S. 316.650. It is approved as to form and correctness and may be utilized at this point in time. It should replace any prior versions being used. Please note that while I know another draft of the Sworn Statement to Obtain Traffic Crash Report is being worked on to shorten it in form, such version is not yet approved as to form and correctness. The Sworn Statement to Obtain Traffic Crash Report must be filled out for **each** individual Crash Report before it is released.

F.S. 316.066 – CRASH REPORTS

Before a Crash Report is permitted to be released to any requestor, they must:

- Provide a valid driver license or other photographic identification, proof of status, or identification that demonstrates his or her qualifications to access the Crash Report, **and**
- File a written sworn statement stating that information from a Crash Report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims or knowingly disclosed to any third party for the purpose of such solicitation.

Within the first 60 days, **unredacted*** Crash Reports may **only** be provided to the following:

- The parties involved in the crash.
- The legal representatives of parties involved in the crash.
- The parties' licensed insurance agents.

* You will still continue to redact as before for other items contained in the Crash Report which are confidential or exempt under the law.

- The parties' insurance companies or insurance companies of which the parties have applied for coverage.
- Persons under contract with the parties' insurance companies to provide claims or underwriting information.
- Victim services programs.
- Any federal, state, or local governmental agency or any private person or entity acting on behalf of such agency in carrying out its functions, but not for redistribution to any person or entity not listed above.
- Any third party acting on behalf of any of the above-listed persons or entities, provided that they only disclose the crash report to the person or entity on whose behalf they have sought the Crash Report.

Within the first 60 days, **redacted** Crash Reports may be provided to the following:

- FCC licensed radio and television stations and newspapers qualified to publish legal notices pursuant to F.S. 50.011 and F.S. 50.301. The involved parties' home or employment address, driver's license or ID card numbers, date of births, and home and employment telephone numbers are **required** to be redacted from the Crash Report.

After 60 days, **unredacted*** reports may be provided to:

- All persons and entities listed above.
- In accordance with the Driver Privacy Protection Act ("DPPA"), 18 U.S.C. 2721(b) and (c), attached as Attachment A.

F.S. 316.650 – TRAFFIC CITATIONS

All "driver information" contained in a uniform traffic citation is now considered **exempt** from public record dissemination. "Driver information" is defined as a date of birth, driver's license or identification card number, address (excluding the zip code), telephone number, motor vehicle license plate number, and trailer tag number. An agency may release driver information in accordance with any of the permissible uses listed in 18 U.S.C. 2721(b) in the same manner applicable to the release of personal information contained in a motor vehicle record pursuant to F.S. 119.0712(2)(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. 2721(c).

ATTACHMENTS TO MEMORANDUM

- Attachment A – Driver Privacy Protection Act (DPPA), 18 U.S.C. 2721
- Attachment B – Bill Text with strikethrough and underline changes to the statutes
- Attachment C – Florida Senate Legislative Summary of the Bill

If you have any questions, please do not hesitate to contact this Office via phone or e-mail.
Thank you.
SH/mm
cc: Nicholas Mimms, City Manager
Linda Cox, City Clerk

* You will still continue to redact as before for other items contained in the Crash Report which are confidential or exempt under the law.

United States Code Annotated
Title 18. Crimes and Criminal Procedure (Refs & Annos)
Part I. Crimes (Refs & Annos)
Chapter 123. Prohibition on Release and Use of Certain Personal Information from State Motor Vehicle Records

18 U.S.C.A. § 2721

§ 2721. Prohibition on release and use of certain personal information from State motor vehicle records

Effective: October 23, 2000
Currentness

(a) In general.--A State department of motor vehicles, and any officer, employee, or contractor thereof, shall not knowingly disclose or otherwise make available to any person or entity:

(1) personal information, as defined in 18 U.S.C. 2725(3), about any individual obtained by the department in connection with a motor vehicle record, except as provided in subsection (b) of this section; or

(2) highly restricted personal information, as defined in 18 U.S.C. 2725(4), about any individual obtained by the department in connection with a motor vehicle record, without the express consent of the person to whom such information applies, except uses permitted in subsections (b)(1), (b)(4), (b)(6), and (b)(9): *Provided,* That subsection (a)(2) shall not in any way affect the use of organ donation information on an individual's driver's license or affect the administration of organ donation initiatives in the States.

(b) Permissible uses.--Personal information referred to in subsection (a) shall be disclosed for use in connection with matters of motor vehicle or driver safety and theft, motor vehicle emissions, motor vehicle product alterations, recalls, or advisories, performance monitoring of motor vehicles and dealers by motor vehicle manufacturers, and removal of non-owner records from the original owner records of motor vehicle manufacturers to carry out the purposes of titles I and IV of the Anti Car Theft Act of 1992, the Automobile Information Disclosure Act (15 U.S.C. 1231 et seq.), the Clean Air Act (42 U.S.C. 7401 et seq.), and chapters 301, 305, and 321-331 of title 49, and, subject to subsection (a)(2), may be disclosed as follows:

(1) For use by any government agency, including any court or law enforcement agency, in carrying out its functions, or any private person or entity acting on behalf of a Federal, State, or local agency in carrying out its functions.

(2) For use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts and dealers; motor vehicle market research activities, including survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers.

(3) For use in the normal course of business by a legitimate business or its agents, employees, or contractors, but only--

(A) to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors; and

(B) if such information as so submitted is not correct or is no longer correct, to obtain the correct information, but only for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual.

(4) For use in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a Federal, State, or local court.

(5) For use in research activities, and for use in producing statistical reports, so long as the personal information is not published, redisclosed, or used to contact individuals.

(6) For use by any insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting.

(7) For use in providing notice to the owners of towed or impounded vehicles.

(8) For use by any licensed private investigative agency or licensed security service for any purpose permitted under this subsection.

(9) For use by an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under chapter 313 of title 49.

(10) For use in connection with the operation of private toll transportation facilities.

(11) For any other use in response to requests for individual motor vehicle records if the State has obtained the express consent of the person to whom such personal information pertains.

(12) For bulk distribution for surveys, marketing or solicitations if the State has obtained the express consent of the person to whom such personal information pertains.

(13) For use by any requester, if the requester demonstrates it has obtained the written consent of the individual to whom the information pertains.

(14) For any other use specifically authorized under the law of the State that holds the record, if such use is related to the operation of a motor vehicle or public safety.

(c) Resale or redisclosure.--An authorized recipient of personal information (except a recipient under subsection (b)(11) or (12)) may resell or redisclose the information only for a use permitted under subsection (b) (but not for uses under subsection (b)(11) or (12)). An authorized recipient under subsection (b)(11) may resell or redisclose personal information for any purpose. An authorized recipient under subsection (b)(12) may resell or redisclose personal information pursuant to subsection (b)(12). Any authorized recipient (except a recipient under subsection (b)(11)) that resells or rediscloses personal information covered by this chapter must keep for a period of 5 years records identifying each person or entity that receives information and the permitted purpose for which the information will be used and must make such records available to the motor vehicle department upon request.

(d) Waiver procedures.--A State motor vehicle department may establish and carry out procedures under which the department or its agents, upon receiving a request for personal information that does not fall within one of the exceptions in subsection (b), may mail a copy of the request to the individual about whom the information was requested, informing such individual of the request, together with a statement to the effect that the information will not be released unless the individual waives such individual's right to privacy under this section.

(e) Prohibition on conditions.--No State may condition or burden in any way the issuance of an individual's motor vehicle record as defined in 18 U.S.C. 2725(1) to obtain express consent. Nothing in this paragraph shall be construed to prohibit a State from charging an administrative fee for issuance of a motor vehicle record.

CREDIT(S)

(Added Pub.L. 103-322, Title XXX, § 300002(a), Sept. 13, 1994, 108 Stat. 2099; amended Pub.L. 104-287, § 1, Oct. 11, 1996, 110 Stat. 3388; Pub.L. 104-294, Title VI, § 604(b)(46), Oct. 11, 1996, 110 Stat. 3509; Pub.L. 106-69, Title III, § 350(c), (d), Oct. 9, 1999, 113 Stat. 1025; Pub.L. 106-346, § 101(a) [Title III, § 309(c) to (e)], Oct. 23, 2000, 114 Stat. 1356, 1356A-24.)

18 U.S.C.A. § 2721, 18 USCA § 2721
Current through P.L. 117-262. Some statute sections may be more current, see credits for details.

End of Document

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An act relating to public records; amending s. 316.066, F.S.; revising agencies to which a public records exemption for certain motor vehicle crash reports applies; revising entities to whom crash reports may be made immediately available; revising the types of crash reports that may be made immediately available to certain radio and television stations and newspapers; providing that crash reports may be made available to certain third parties subject to a certain restriction; revising conditions for accessing crash reports; specifying the availability of crash reports after a certain period; deleting a restriction on certain crash report information by certain newspapers; providing a public records exemption for certain electronic crash data; providing for future legislative review and repeal of the exemptions; revising applicability of a criminal penalty; providing a private cause of action against a person who violates certain restrictions relating to personal information; specifying damages, attorney fees, costs, and other relief a court may award; providing construction; amending s. 316.650, F.S.; defining the term "driver information"; providing an exemption from public records requirements for driver information contained in a uniform traffic citation; providing retroactive applicability; authorizing the release of driver information under certain circumstances; providing for future legislative review

and repeal of the exemption; providing statements of public necessity; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsections (2) and (3) of section 316.066, Florida Statutes, are amended to read:

316.066 Written reports of crashes.—

(2)(a) Crash reports that reveal the identity, home or employment telephone number or home or employment address of, or other personal information concerning the parties involved in the crash and that are held by an ~~any~~ agency, as defined in s. 119.011, ~~that regularly receives or prepares information from or concerning the parties to motor vehicle crashes~~ are confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution for a period of 60 days after the date the report is filed.

(b) Crash reports held by an agency under paragraph (a) may be made immediately available to the parties involved in the crash, their legal representatives, their licensed insurance agents, their insurers or insurers to which they have applied for coverage, persons under contract with such insurers to provide claims or underwriting information, victim services programs, and any federal, state, or local governmental agency or any private person or entity acting on behalf of a federal, state, or local governmental agency in carrying out its functions, but not for redistribution to any person or entity not listed in this subsection. Crash reports held by an agency under paragraph (a) which do not contain the home or employment

street addresses, driver license or identification card numbers, dates of birth, and home and employment telephone numbers of the parties involved in the crash shall be made immediately available to radio and television stations licensed by the Federal Communications Commission and newspapers qualified to publish legal notices under ss. 50.011 and 50.031. A crash report may also be made available to any third party acting on behalf of a person or entity authorized under this section to access the crash report, except that the third party may disclose the crash report only to the person or entity authorized to access the crash report under this section on whose behalf the third party has sought the report. This section shall not prevent an agency, pursuant to a memorandum of understanding, from providing data derived from crash reports to a third party solely for the purpose of identifying vehicles involved in crashes if such data does not reveal the identity, home or employment telephone number or home or employment address, or other personal information of the parties involved in the crash ~~prosecutorial authorities, law enforcement agencies, the Department of Transportation, county traffic operations, victim services programs, radio and television stations licensed by the Federal Communications Commission, newspapers qualified to publish legal notices under ss. 50.011 and 50.031, and, in accordance with paragraph (f), free newspapers of general circulation, published once a week or more often, of which at least 7,500 copies are distributed by mail or by carrier as verified by a postal statement or by a notarized printer's statement of press run, which are intended to be generally distributed and circulated, and which contain news of~~

~~general interest with at least 10 pages per publication, available and of interest to the public generally for the dissemination of news. For the purposes of this section, the following products or publications are not newspapers as referred to in this section: those intended primarily for members of a particular profession or occupational group; those with the primary purpose of distributing advertising; and those with the primary purpose of publishing names and other personal identifying information concerning parties to motor vehicle crashes~~.

(c) Any local, state, or federal agency that is authorized to have access to crash reports by any provision of law shall be granted such access in the furtherance of the agency's statutory duties.

(d) As a condition precedent to accessing a crash report ~~within 60 days after the date the report is filed~~, a person must present a valid driver license or other photographic identification, proof of status, or identification that demonstrates his or her qualifications to access that information and file a written sworn statement with the state or local agency in possession of the information stating that information from a crash report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims, or knowingly disclosed to any third party for the purpose of such solicitation~~, during the period of time that the information remains confidential and exempt~~. Such written sworn statement must be completed and sworn to by the requesting party for each individual crash report that is being requested ~~within 60 days after the report is filed~~. In lieu of requiring

the written sworn statement, an agency may provide crash reports by electronic means pursuant to a memorandum of understanding to third-party vendors under contract with one or more insurers, but only when such contract states that information from a crash report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims by the vendors, or knowingly disclosed by the vendors to any third party for the purpose of such solicitation~~, during the period of time that the information remains confidential and exempt~~, and only when a copy of such contract is furnished to the agency as proof of the vendor's claimed status.

(e) This subsection does not prevent the dissemination or publication of news to the general public by any legitimate media entitled to access confidential and exempt information pursuant to this section.

(f) Crash reports held by an agency under paragraph (a) may be made available 60 days after the date the report is filed to any person or entity eligible to access crash reports under paragraph (b) or in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c).

(g) If crash reports are created by or submitted to an agency electronically as data elements within a computerized database or if personal information from a crash report is entered into a computerized database, such crash data held by an agency is confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Sixty days after the date the crash report is filed, an agency may provide crash data derived from the crash report which includes personal

information to entities eligible to access the crash report under paragraphs (b), or in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c). Such data shall be provided pursuant to a memorandum of understanding.

(h) This subsection is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature ~~Free newspapers of general circulation published once a week or more often, of which at least 7,500 copies are distributed by mail or by carrier as verified by a postal statement or by a notarized printer's statement of press run, which are intended to be generally distributed and circulated, which contain news of general interest with at least 10 pages per publication, available and of interest to the public generally for the dissemination of news, and which request 10 or more crash reports within a 24-hour period before 60 days have elapsed after the report is filed may not have access to the home, cellular, employment, or other telephone number or the home or employment address of any of the parties involved in the crash. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2019, unless reviewed and saved from repeal through reenactment by the Legislature~~.

(3)(a) Any driver failing to file the written report required under subsection (1) commits a noncriminal traffic infraction, punishable as a nonmoving violation as provided in

chapter 318.

(b) Any employee of a state or local agency in possession of information made confidential and exempt by this section who knowingly discloses such confidential and exempt information to a person not entitled to access such information under this section commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(c) Any person, knowing that he or she is not entitled to obtain information made confidential and exempt by this section, who obtains or attempts to obtain such information commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(d) Any person who knowingly uses confidential and exempt information in violation of a filed written sworn statement, memorandum of understanding, or contractual agreement required by this section commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(e) In addition to penalties outlined in paragraphs (c) and (d), a person who obtains a crash report or crash data and who knowingly discloses or knowingly uses personal information revealed in the report for a purpose not permitted under 18 U.S.C. s. 2721(b) is liable to the individual to whom the information pertains, who may bring a civil action in any court of competent jurisdiction. The court may award:

1. Actual damages, but not less than liquidated damages in the amount of $2,500.

2. Punitive damages upon proof of willful or reckless disregard of the law.

3. Reasonable attorney fees and other litigation costs

reasonably incurred.

4. Such other preliminary and equitable relief as the court determines to be appropriate.

This paragraph does not apply to radio and television stations licensed by the Federal Communications Commission and newspapers qualified to publish legal notices under ss. 50.011 and 50.031.

Section 2. Subsection (11) of section 316.650, Florida Statutes, is amended to read:

316.650 Traffic citations.—

(11)(a) As used in this subsection, the term "driver information" means a driver's date of birth, driver license or identification card number, address excluding the five-digit zip code, telephone number, motor vehicle license plate number, and trailer tag number. The term does not include the driver's name.

(b)1. Driver information contained in a uniform traffic citation held by an agency is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This paragraph applies to driver information held by an agency before, on, or after the effective date of the exemption.

2. An agency may release driver information in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) in the same manner applicable to the release of personal information contained in a motor vehicle record pursuant to s. 119.0712(2)(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c).

3. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal

through reenactment by the Legislature.

(c) Driver information contained in a uniform traffic citation, including ~~which includes but is not limited to,~~ the accused person's name and address, shall not be used for commercial solicitation purposes. However, the use of such driver information contained in a uniform traffic citation shall not be considered a commercial purpose when used for publication in a newspaper or other news periodical, when used for broadcast by radio or television, or when used to inform a person of the availability of driver safety training.

Section 3. (1) The Legislature finds that it is a public necessity that crash reports that reveal personal information concerning parties, passengers, and witnesses to a crash for a period of 60 days after the date the crash report is filed with an agency; such personal information revealed in crash reports held by an agency following the 60-day period; and computerized crash report data held by an agency be confidential and exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Article I of the State Constitution. Crash reports reveal significant personal information, not only about parties involved in a crash, but also about passengers and other witnesses to the crash. Pervasive use of the Internet and related technologies abet those with malicious purposes in exploiting the use of personal information revealed in crash reports, such as a party's, passenger's, or witness's date of birth, driver license number, and address, creating ever-expanding threats to privacy and security never envisioned in generations past. Moreover, ever-increasing use of information technology for the preparation, submission, and management of crash reports has led

agencies to hold vast repositories of computerized crash report data, which includes such personal information. Personal information, when held by the Department of Highway Safety and Motor Vehicles in driver license and motor vehicle records, is confidential pursuant to the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq., and s. 119.0712(2), Florida Statutes. These restrictions on disclosure of personal information, however, have not applied to personal information revealed in crash reports. When personal information revealed in crash reports or computerized crash report data is made available to the public, because it comprises much of the same personal information contained in driver license and motor vehicle records, the protections afforded by the federal Driver's Privacy Protection Act of 1994 are significantly undermined, eroding the privacy and safety of drivers. Therefore, the Legislature finds that it is a public necessity to make confidential and exempt from public records requirements crash reports that reveal personal information concerning parties, passengers, and witnesses to a crash for a period of 60 days after the date the crash report is filed with an agency; such personal information revealed in crash reports held by an agency following the 60-day period; and computerized crash report data held by an agency.

(2) The Legislature finds that it is a public necessity that driver information contained in a uniform traffic citation held by an agency be exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Article I of the State Constitution. Uniform traffic citations reveal significant personal information about drivers issued a citation. Pervasive use of the Internet and

related technologies abet those with malicious purposes in exploiting the use of personal information contained in traffic citations, such as a driver's date of birth, driver license number, and address, creating ever-expanding threats to privacy and security never envisioned in generations past. Driver information, when held by the Department of Highway Safety and Motor Vehicles in driver license and motor vehicle records, is confidential pursuant to the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq., and s. 119.0712(2), Florida Statutes. These restrictions on disclosure of personal information, however, have not applied to driver information contained in uniform traffic citations. When driver information contained in uniform traffic citations is made available to the public, because it comprises much of the same personal information contained in driver license and motor vehicle records, the protections afforded by the federal Driver's Privacy Protection Act of 1994 are significantly undermined, eroding the privacy and safety of drivers. Therefore, the Legislature finds that it is a public necessity to make exempt from public records requirements driver information contained in uniform traffic citations.

Section 4. This act shall take effect March 1, 2023.

ATTACHMENT C

THE FLORIDA SENATE
2022 SUMMARY OF LEGISLATION PASSED

Committee on Transportation

CS/CS/SB 1614 — Public Records/Motor Vehicle Crashes/Traffic Citations

by Governmental Oversight and Accountability Committee; Transportation Committee; and Senator Harrell

The bill expands a current public records exemption related to personal information in a crash report, and make crash report data in a computerized database confidential and exempt from public inspection and copying requirements. The bill also makes driver information contained in a uniform traffic citation (UTC) exempt from public record inspection and copying requirements.

The bill makes crash report data in a computerized database confidential and exempt from public inspection and copying requirements, and designates certain governmental and third-party entities to whom a crash report may be made immediately available. The bill permits a crash report to be available to the media provided that it does not contain the following information for the parties involved in the crash: home or employment street address; driver license or identification card number; date of birth; and home and employment telephone numbers.

The bill provides that crash reports may be made available 60 days after the report is filed to any person or entity eligible to access crash reports under the bill or in accordance with any of the permissible uses listed in the Driver's Privacy Protection Act (DPPA) of 1994 and pursuant to the resale and redisclosure requirements in the DPPA.

The bill makes driver information in a UTC exempt from public records inspection and copying requirements, and defines the term "driver information" to mean a driver's date of birth, driver license number, address excluding the five-digit zip code, telephone number, motor vehicle license plate number, and trailer tag number. The bill excludes the driver's name from the definition.

The bill specifically provides authority for an agency to release driver information in a UTC in accordance with the exemptions in the DPPA and in the same manner prescribed by statute.

The bill provides additional penalties for a person who obtains a crash report or crash data and who knowingly discloses or uses personal information revealed in the report for a purpose not permitted under the DPPA is liable to the individual to whom the information pertains, who may bring a civil action in court. The court may award: actual damages, but not less than liquidated damages in the amount of $2,500; punitive damages upon proof of willful or reckless disregard of the law; reasonable attorney fees and other litigation costs reasonably incurred; or such other preliminary and equitable relief as the court determines to be appropriate.

The bill is subject to the Open Government Sunset Review Act and will stand repealed on October 2, 2027, unless reviewed and reenacted by the Legislature.

If approved by the Governor, these provisions take effect March 1, 2023.
Vote: Senate 35-3; House 115-1

This summary is provided for information only and does not represent the opinion of any Senator, Senate Officer, or Senate Office.

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

SARA HEDGES

REFERENCES INCLUDE:
Assistant State Attorney – Former Supervisor
Assistant State Attorney – Former Coworker
Circuit Court Judge – Former Supervisor

PROFESSIONAL STRENGTHS:
Professional experience and knowledge
Intelligent
Respected trial attorney
Keeps stakeholders informed.

PERSONALITY:
Professional demeanor
Even Tempered
Dedicated professional.
Hard worker.

INTERPERSONAL CHARACTERISTICS:
Well spoken.
Thinks well "on her feet."
Verbal and written communications are consistently clear and concise.

MANAGEMENT:
"A natural leader"
Collaborative
Straight forward and transparent
Supportive

Sara Hedges

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

City Commission Special Meeting 5:05 p.m.
Meeting Date: 09/11/2023
Re:

Information

SUBJECT:
Iola Thomas Mosley

Attachments

Mosley

Form Review

Form Started By: Linda Cox Started On: 08/18/2023 10:30 AM
Final Approval Date: 08/18/2023

IOLA THOMAS MOSLEY

PERSONAL

Address: [redacted]

Contact: Phone: [redacted]
Email:

EDUCATION

Juris Doctor - 1986
Howard University School of Law, Washington, DC

Bachelor of Arts/Philosophy - 1983
Howard University, Washington, DC

SUMMARY OF RELATED EXPERIENCE

2020 - Present	FLORIDA RURAL LEGAL SERVICES
	Managing Attorney for Fort Pierce Regional Office
2019 - 2020	OFFICE OF REGIONAL CONFLICT COUNSEL
	Assistant Regional Counsel
2016 - 2019	CITY OF FORT PIERCE, FLORIDA Population 47,297
	Senior Assistant City Attorney, Office of the City Attorney
2005 - 2016	OFFICE OF THE GENERAL COUNSEL FOR THE SCHOOL BOARD OF PALM BEACH COUNTY, FLORIDA
	Senior Counsel Academic Compliance
2001 - 2005	ASSISTANT STATE ATTORNEY OFFICE OF THE STATE ATTORNEY 15TH JUDICIAL CIRCUIT, PALM BEACH COUNTY, FLORIDA
2002 - 2005	Juvenile Division
2001 - 2002	County Court Division
2000 - 2001	CITY OF WEST PALM BEACH, FLORIDA Population 82,000
	Assistant City Attorney
1996 - 2000	LAW OFFICES WHITFIELD & MOSLEY
	Partner
1987 - 1996	OFFICE OF THE PUBLIC DEFENDER FOR THE 15TH JUDICIAL CIRCUIT PALM BEACH COUNTY
1995 - 1996	Training Recruitment Coordinator
1993 - 1995	Capital Crimes Division'
1990 - 1993	Felony Division
1988 - 1990	Supervising Attorney for County Court South Division
1987	County Court
1987	Appellate Division

Slavin Management Consultants
3040 Holcomb Bridge Rd # A1,
Norcross, GA 30071
slavin@bellsouth.com

To whom it may concern:

I am writing this letter of interest in response to the advertised position for the City Attorney for the City of Fort Pierce. Let me begin by sharing a little bit of my past practice. I have been a practicing attorney for 36 (thirty-six) years. My practice areas as indicated in my resume include, Local Government Law, Labor and Employment, Criminal Law and Procedure, Appellate Law, Family Law, and Real Estate law specifically, Landlord Tenant and Foreclosure.

I have previously served the city as Senior Assistant City attorney from 2016-2019. In the time since my tenure with the city, I have served as Program Manager for two housing assistance programs; Indian River County's Housing Emergency Advocacy Response Team (HEART); and Palm Beach County's Emergency Rental Assistance (ERA). Both programs required working in close collaboration with County and City officials to address their respective constituent housing crisis' and keep citizens housed during the recent COVID pandemic.

I currently serve as the managing Attorney for the Fort Pierce Regional Offices of Florida Rural Legal Services, Inc. I manage office staff throughout the 19th Judicial Circuit. Our clients reside in St Lucie, Martin, Indian River, and Okeechobee Counties. I manage a staff of 10 attorneys and paralegal professionals. I have learned that it is important to be knowledgeable and demonstrate a high level of proficiency with regard to academic achievements. But it is equally important to know "how to read the room". In other words, it is important to understand your client's position and offer the highest level of service to accomplish the goal.

My Current salary requirement is in the range of $120,000 to $140,000. I do hope you will consider allowing me to serve the city. Thank you for your time and consideration of my request.

Warm Regards,

Iola Thomas Mosley, Esq

[redacted]

Iola Thomas Mosley, Esq.

[redacted]

Education

Howard University School of Law Washington, D.C.- Juris Doctor 1986
Howard University, Washington, D.C. -Bachelor of Arts/ Philosophy 1983
Nova High School, Davie, Florida 1978

Professional Experience

Florida Rural Legal Services 2020 to present.

Managing Attorney for Fort Pierce Regional Office

Manage, train, and direct a professional staff of ten attorneys and paralegals. Managed and restructured local office for the 19th judicial Circuit. I currently litigate private and public housing cases on behalf of displaced tenants residing in both private and subsidized housing, foreclosure defense, and counsel and advice in Probate matters, Family court matters including Dissolution of Marriage, Adoption, Paternity, Temporary Custody, and Guardianship cases. Interfaced with State, County and Municipal government in resolving constituent litigation and in education of citizens concerning legal rights and responsibilities. Supervised implementation of Grants including Victims of Crime Act (VOCA Dept. of Justice).

Office of Regional Conflict Counsel 2019 to 2020

Assistant Regional Counsel

Litigated cases in defense of persons who were accused of violations of law in Both Felony and Misdemeanor court. Representation included all aspects of litigation including interviewing witnesses, and participating in discovery, and trial practice.

Office of the City Attorney Fort Pierce, Florida

Senior Assistant City Attorney

As Senior Assistant City Attorney I served in the following capacities:

Labor and Employment/ HR Department
Code Enforcement
Police Matters-Provided litigation support to the Police Department and advised on matters affecting police operations, including the Fair Labor Standards Act, Police Officers' Bill of Rights, Public Records Law, Americans with Disabilities Act and Arbitration.
Providing in-house litigation support for outside risk Counsel.
Drafting Ordinances, Memoranda of Understanding and Resolutions, and Contracts and Procedural Rules for City Boards and City Departments.
Representing the City in Civil Litigation Matters including Civil Forfeitures, Nuisance Abatement, Civil Injunctions, and Appeals.

Providing training for Staff and Boards on Sunshine Law, Public Records, and Ethics
Providing support and representation for the city in the absence of the City Attorney.
Served multiple boards, as counsel in quasi-judicial proceedings, including:

- Historic Preservation Board
- Special Magistrate Proceedings
- Civil Service Board
- Planning Board of Adjustment and Appeals
- Contractors Licensing Board
- Construction Board of Adjustment and Appeals
- Providing Legal support for City Department heads as requested.

Office of the General Counsel for the School Board of Palm Beach County, Florida March 2005 to May 2016

Senior Counsel Academic Compliance

Represent the School Board of Palm Beach County in a variety of Legal matters including,

- Special education IDEA and ADA/504 and Civil Rights Litigation
- Charter school litigation support for the Charter Department 2006-2012 including; negotiation of contracts, application denials hearings at FDOE, as well as advised on variety of other administrative issues relating to the sponsorship of Charter schools.
- Provided support and advice regarding legal issues upon request or as directed by Board members, the Superintendent, and the General Counsel or Designee.
- Supported and advised District administrative staff and personnel matters involving; Special Education, Immigration, Juvenile Dependency, Truancy, Criminal law and Procedure, Juvenile Delinquency, Civil Rights, Child Custody and School Attendance Zones, Student Discipline, Employment, Contracts, Civil/Family Trial Court issues affecting the district administrative staff and school centers. Upon request; aided and supported District Administrative staff with depositions, hearings, and trial testimony.
- Represented the Superintendent, and District Administrative staff, in Student Discipline matters, and Expulsion Hearings on behalf of the School District.
- 2005-2011 Served on the Chief Counsels litigation Team (to prepare and assist attorneys for trial and preparation for litigation on behalf of the School District)
- Conducted Training for District staff in Expulsions, Family and Custody matters, Special needs of children, Homeless Education (McKinney-Vento); Develop and present training protocol for Expulsion Hearing Officers and conducted joint trainings with Legal Aid Society of Palm Beach County for Pro Bono Attorneys who represent District student personnel in expulsion hearings.
- Provided training for School Police on Custody issues 2012.
- Developed training presentation for the Unified Family Court Family Law Advisory Group (F.L.A.G.) entitled "The ABCs of Education Law" 2008
- Represented the District on the School Justice Partnership 2009-2012
- Governmental and Regulatory Compliance advised and developed Board Policies 2015

Iola Thomas Mosley, Esq.
[redacted]

Assistant State Attorney Office of the State Attorney 15th Judicial Circuit Palm Beach County, Florida September 2001 to February 2005

- *Juvenile Division September 2002- February 2005*- Felony and Misdemeanor prosecutions of Juvenile offenders on behalf of the State of Florida. Supervised investigative staff witness coordinators, and secretarial staff. Also mentored young staff attorneys
- *County Court Division 2001-2002*- Prosecuted Criminal Misdemeanor and traffic offenses including DUI, Domestic violence, Drug Possession, Theft, Lewd Assignations, and a variety of other offenses Supervised investigative staff witness coordinators, and secretarial staff. Also mentored young staff attorneys

Assistant City Attorney for the City of West Palm Beach July 2000-July 2001

- My duties included Civil Trial Defense, Code Enforcement Litigation, Nuisance Abatement, and Lien Foreclosure. Supervised Staff including secretarial and paralegal

Law Offices Whitfield & Mosley October 1996-June 2000

- Partner General Practice firm, cases included; Criminal Defense trial /appellate, Family marital law. matters, Civil Litigation
- As a partner I supervised staff, directed payroll, and all other office expenses. I provided private legal services.

Office of the Public Defender for the 15th Judicial Circuit Palm Beach County January 1987 to October 1996

- *1995-1996 Training Recruitment Coordinator*- Responsible for recruitment, training, and development of attorneys. Reviewed and recommended attorneys for promotion to various positions within the office. Supervised Staff; including new attorneys Paralegals Investigators and Secretaries.
- *1993-1995 Capital Crimes Division*-Defended Clients charged with Capital Murder. Responsible for coordinating and supervising team litigation in the grand jury, trial, and penalty phase of defense case. Supervised and coordinated investigative paralegal and secretarial staff.
- *1990 to 1993 Felony Division*- Responsible for defense of clients charged with 1st 2nd and 3rd degree Felonies. Supervised; Investigative paralegal and secretarial staff.
- *1988-1990 Supervising Attorney for County Court South Division*- Responsible to oversee the opening and staffing of the South County Office of the Public Defender. Supervised; Attorneys, Secretaries, Paralegals. In this position I collaborated directly with the judicial staff, State Attorney's Office, County Probation, as well as the Office of the Clerk to ensure the smooth transition of the Office to the South County Courthouse.
- *1987 County Court* Defended Misdemeanor Division-Supervised secretarial and paralegal staff in developing legal defense and coordinating social services on behalf of indigent clients.
- *1987 Appellate Division*- filed appeals on behalf of indigent persons accused of crimes.

Iola Thomas Mosley, Esq.
[redacted]

PROFESSIONAL MEMBERSHIPS

2017 American Bar Association
2006 to Present USDC Southern District
2005 to 2016 Palm Beach County Bar Association
2016 to 2018 St. Lucie County Bar Association
Member of the Florida Bar 1987 to present.

AFFILIATIONS

1987-1999 Fla. Association of Criminal Defense Lawyers
1993 to Present, Delta Sigma Theta Sorority Incorporated (a public service organization) (Parliamentarian 1997- 2002, 2016 to 2019) (1997-2002, 2016-2019 Chair Policies Procedures Committee) (Chair Political Awareness and Involvement Committee)
1988 to 1994, 2010 to Present, The Charmettes, Incorporated (a public service organization) Parliamentarian (Chair Constitution and Bylaws Committee 2011 to 2015, 2019 to present)
2012-Present Strategic Planning Committee New Bethel Missionary Baptist Church
2015 Legal Advisor/Trustee New Bethel Missionary Baptist Church
2005 Florida School Board Attorney Association

References are available upon request.

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Iola Thomas Mosley

Home Address: [redacted]

Home/Work/Cell phone numbers: [redacted]388-582-3410 (Work)

E-mail address: [redacted]

---

1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?

   To begin with, I am a resident of the City of Fort Pierce and invested in my city. My daughter graduated from St. Lucie County Schools, and my husband is a teacher at Fort Pierce Westward High School. Seven years ago, I relocated to Fort Pierce. At that time, I was selected to serve as the Senior Assistant City Attorney for the City of Fort Pierce, where I devoted my time and energy to the city as one of the legal advisors to several city boards and departments. I will always remember the vibrant environment and sense of purpose I gained in working with the various city departments and serving as an advisor to city boards. Currently, as the Managing Attorney for the Fort Pierce Regional Office of Florida Rural Legal Services I lead my staff in providing free legal services to residents of the entire 19th judicial circuit. Although I have not been formally employed by the City of Fort Pierce, I continue my investment in issues relating to the welfare of our city including improvements and infrastructure and the growth of our city. For example, my current office partnered with the City of Fort Pierce, working with the Emergency Rental Assistance program. We worked with citizens over the course of the program to provide outreach, education, legal advice, and services to city residents. I have always desired to return to the Office of the City Attorney to continue in that service. I have always been a servant leader and throughout my entire career, I have dedicated myself to improving the lives of others. It is my desire to continue my service with the City of Fort Pierce in whatever capacity within which I am called to serve.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?

   I currently supervise 10 legal staff, and our regional operating budget is approximately eight hundred thousand dollars ($800,000). The overall budget for the entire program is approximately nine million one hundred ninety-seven thousand, four hundred forty-three dollars ($9,197,443).

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?

   I continue to monitor and provide education on changes in federal, state, and local laws which affect our client/constituents through professional development and continuing legal education programs. My staff is provided with in-house as well as and outside training and professional development programs. I have completed training with the

Office of Civil Rights professional development training for attorneys working within the arena of victim advocacy under the Federal Victims of Crime Act (VOCA).

4. Describe your leadership and management style with your employees.

   I lead by example and by group consensus. I have had to rebuild my staff from 2 attorneys and 4 non-attorney staff to the current staff of 6 attorneys 1 receptionist/ legal secretary and 3 paralegals. My staff is a team there are no big I's and little you' s. My driving motto is there is no "I" in team. I allow for healthy discourse and treat every member as a valued teammate who has something to contribute. I encourage cross training and with new hires I pair the new employee with established team members ensuring that each member of the team has a stake.

5. Have you ever worked directly for a policy making body?

   Yes, The City of West Palm Beach, The School Board of Palm Beach County, and the City of Fort Pierce.

6. Are you a member in good standing of the Florida Bar?

   Yes

7. Describe your workload tolerance.... what type of office hours do you typically keep?

   My required office hours are 8:30 am to 5:30 pm. However, I do not consider the "required office hours in completing the responsibilities of my office. I work until my job is done, so as required I may work anywhere from 8 to 15 hours in a given day as well as weekends. I have had no difficulty working with a large caseload while also managing my staff and attending to administrative duties.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?

   Within the first 30 days I would schedule meetings with current legal staff and then with individual Commissioners to determine what pressing legal matters they feel are at the top of their agendas. During this initial period, I would familiarize myself with the various boards and departmental staff to get a big picture of the legal needs of the boards and departments from the point of view of the board chairs and departments. Based on the information I received within that time, during the next six months I would endeavor to identify the strengths and weaknesses of existing legal staff and determine how staff interfaces with the broader city staff. I would also look at the operating budget of the legal department to determine if the existing budget is sufficient or needs trimming. I would develop a plan for increasing the responsiveness and efficiency of the service offered by existing legal staff and determine whether additional staff are needed to function at the peak of efficiency. By the end of the first year, I would hope to streamline the process of providing well researched and user-friendly legal guidance and efficient response time to the broader city staff. In other words, I would endeavor to extend the concept of teamwork to provide better service to the Commission and City as a whole.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

   I entered the position as managing attorney for Florida Rural at a time when there had

been no true manager assigned for a few years. I was required to rebuild the program and restaff the office, however in restructuring the office, I was required to conduct functionality analysis of the current staff available grants, and budget. Subsequent to my start I was required to analyze the total grant funding received and identify issues relating to implementation. We ended several grants which were not functioning and have instituted a new system of grant compliance which has so far been successful in addressing the needs of staff and clients.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the city government while maintaining your independence?

    In my past affiliation with the City of Fort Pierce, I enjoyed a convivial relationship with the department heads as well as the various boards with whom I worked. As an attorney my goal is to provide legal support and guidance to the City Commission, City Manager, and departments. A legal advisor is obligated to provide requested legal guidance in clear and concise language and avoid personalizing any legal issue. As a professional, it is my job to provide the best advice and counsel as needed by the requesting agent without interjection of personal opinions, views, or personal objectives.

11. Tell us how you communicate with your governing body and its individual members.

    Currently I provide updates on issues that concern the firm, or which affect our clients or practice. I use formal legal memoranda, email, and formal written correspondence to outline issues or changes in law. In addition, I have established standing meetings with grant directors, executive administration, as well as with various agencies with whom we have business relations.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

    I would provide a written outline of the issue and the position that the courts have traditionally taken with respect to the legal issue presented. I would include scenario-based options outlining the probable outcome of the matter as it has come before the Courts. In providing objective legal opinions regarding the legality of a desired course of action, it is not my job as an attorney to decide a final course of action for the Commission. However, alternative paths to achieve the goal or the desired outcome which are consistent with the requirements of law should always be included in the analysis and subsequent advice rendered.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

    Thorough legal analysis of issues is the basis of any legal opinion rendered. Although there may be differences of community opinion as to the propriety of a given action to be undertaken, professionalism dictates that the prevailing law is the basis for consideration of counsel and advice I render.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

    See attached Memorandum of Law

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

    No

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

    If selected, would need to provide my current Executive Director and Board with sufficient notice (3-4weeks) of my intent to resign from my current position. Otherwise, there are no other personal considerations that would be applicable.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal, and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

    There is nothing requiring explanation that I am presently aware of.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

    I believe my current resume is up to date and appropriate.

19. Are you currently employed?

    Yes. I am currently employed as the Managing Attorney for the Fort Pierce Regional Office of Florida Rural Legal Services, Inc.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

    No

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

    I have never filed a suit against an employer.

22. What are your compensation expectations?

    $145,000-$165,000 (One Hundred Forty Five Thousand Dollars to One Hundred Sixty Five Thousand Dollars)

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
IN AND FOR ST. LUCIE COUNTY, FLORIDA

IN THE MATTER OF THE TERMIINATION OF PARENTAL RIGHTS AND THE PROPOSED ADOPTION OF THE MINOR CHILD, [redacted]

Case No. 312022DR000632XXXXX

[redacted],
Petitioner.
_____/

MEMORANDUM OF LAW IN SUPPORT OF PETITIONER'S PROPOSED ADOPTION OF MINOR CHILD

The Petitioner [redacted] (hereinafter referred to as "Petitioner"), by and through the undersigned counsel, herein submits this Memorandum in Support of the Petitioner's Proposed Adoption of the Minor Child.

INTRODUCTION

The Petitioner is the [redacted], the minor child in this proceeding. According to the testimony of the Petitioner adduced at the initial hearing on the proposed adoption, [redacted] came to live with the petitioner since March of [redacted]. Petitioner testified that the mother of the minor child brought the minor from [redacted] and left her in the Petitioner's home in Indian River County, Florida in [redacted] and thereafter returned to her country of origin, Honduras, effectively abandoning the child without a legal custodian.

Subsequent to the minor child being left without legal custodial rights being accorded, Petitioner obtained a sworn consent for adoption which was executed in Honduras by the child's mother, [redacted]. The father of the minor is deceased, and a Death Certificate was filed in this matter.

The Petitioner testified at the initial hearing on this matter that she has been caring for the child since her arrival in Florida and in [redacted], she enrolled her in the [redacted] County Public School System, where she is currently receiving educational services through what was described as a tutor-based education. The description adheres to the English Language Learners (E.L.L.)

programs that exist as part of the Florida Department of Education system *Fla. Admin. Code* R 6A-6.0902. She did not believe the child had legal status.

At the final hearing regarding the adoption, a question arose as to whether the Court has jurisdiction to rule on the pending adoption issue because of the dubious immigration status of the child.

ARGUMENT

THIS COURT HAS THE JURISDICTION TO ADJUDICATE THE ISSUE OF ADOPTION NOTWITHSTANDING THE LEGAL IMMIGRATION STATUS OF THE MINOR.

In matters of adoption, section 63.022(2), Fla. Stat (2022) provides that the Circuit Court has jurisdiction. The statute governing adoption vests jurisdiction in the Circuit court over parties residing in the State of Florida *Makaros v. Cichocki*, 159 F.3d 957 (Fla 5th DCA 2015).

The major consideration for the court in determining whether to grant an adoption is the best interest of the child. Florida courts have deemed that adoption is the civil proceeding intended to serve those ends. *Rushing v. Bosse*, 652 So.2d 869 (Fla. 4th DCA 1995). In re Adoption of DPP, 158 So. 3d 633 (Fla. 5th DCA 2014). As the Florida Supreme Court has held, "In deciding an adoption petition, the focal issue is the fitness and appropriateness of the petitioners as adopting parents and whether creating the adoptive family composed of the petitioners and children is in the children's best interest...." *GS et al v. TB et al*, 985 So. 2d 978 (Fla 2008)

Although the Federal Government and Federal Courts are vested with making determinations concerning immigration and/or citizenship status, there is no federal preemption of jurisdiction regarding parties residing within a state in adoption proceedings which would override a state court decision to grant an adoption. A party's citizenship or immigration status is a determination that lies solely within Federal jurisdiction. Additionally, it is not recommended that Courts elicit information from a party regarding immigration status. Such an inquiry could subject a party to federal criminal or civil penalties. Further, such inquiry does not tend to establish the basis of deciding whether an adoption is in the best interests of the minor child.

The Petitioner in this case is not asking this Court to determine citizenship status, nor should the Court be concerned with "motive" if it finds that it is within the best interests of the minor to be adopted by the Petitioner. *F.L.M. v. Department of Children and Families*, 912 So. 2d 1264 (Fla 4th DCA 2005) [Held that the dependency status should be granted where the child meets the statutory requirement therefor, and the Court should not base its determination on other potential motives for seeking the legal status].

WHEREFORE based on the cases and statutory authority cited above the Petitioner requests that this Honorable Court find that that it is in the minor Child's best interest for this court to Grant the Petition for Adoption and that she is a fit and proper person to parent the minor child.

Respectfully submitted,

Florida Rural Legal Services, Inc.
121 North 2nd Street, 4th Floor (34950)
P.O. Box 4517 **(Mailing)**
Fort Pierce, FL 34948-4517
Telephone: 772-466-4766 Ext. 7028
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iola.mosley@frls.org
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By : /s/ Iola T. Mosley
Iola T. Mosley, Esq.
Florida Bar Number 710768
Attorney for Petitioner

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

IOLA THOMAS MOSLEY

REFERENCES INCLUDE:
Florida State Rural Advocacy Director – Supervisor
Florida Rural Legal Services, Office Manager – Coworker
Florida Rural Legal Services, Staff Attorney - Subordinate

PROFESSIONAL STRENGTHS:
Leadership
Breadth of experience and knowledge
Staff management
Skilled trial attorney
Adept listener
Solution focused.
Intelligent with" an incredible memory"

PERSONALITY:
Even tempered.
Calm under pressure
Assertive when necessary
Enjoys community involvement.

INTERPERSONAL CHARACTERISTICS:
Clear and thorough communicator
Gets to the heart of issues.
Does her research - doesn't "shoot from the hip"

MANAGEMENT:
A team leadership style
Well organized
Supportive
An inspirational leader.

Iola Thomas Mosley

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

City Commission Special Meeting 5:05 p.m.
Meeting Date: 09/11/2023
Re:

Information

SUBJECT:
CITY ATTORNEY INTERVIEWS

Attachments

Full Report

Form Review

Form Started By: Linda Cox Started On: 09/07/2023 12:00 PM
Final Approval Date: 09/07/2023

CITY OF FORT PIERCE, FLORIDA

City Attorney

Finalist Report

September 2023

SLAVIN MANAGEMENT
CONSULTANTS

SLAVIN MANAGEMENT CONSULTANTS
3040 Holcomb Bridge Road, Suite A-1 • Norcross, GA 30071 • (770) 449-4656 • FAX (770) 416-0848

SLAVIN MANAGEMENT
CONSULTANTS

September 5, 2023

Mayor Linda Hudson
and Members of the City Commission
City of Fort Pierce
City Hall
100 North U.S. 1
Fort Pierce, Florida 34950

Re: Final Candidate Report — City Attorney Search

Dear Mayor Hudson and Members of the City Commission:

This report contains the names of the four candidates chosen by the City Commission to be interviewed for the position of City Attorney of Fort Pierce. These candidates, in my professional opinion, are among the best qualified individuals who applied for the position.

The candidates are:

JOHN ANASTASIO
RHONDA HASAN
SARA HEDGES
IOLA MOSLEY

The candidates are presented in alphabetical order. We have not ranked them because they are all well qualified for the position. At this point the chemistry between the City Commission and the candidates should be an important factor in the interview and selection process.

The candidates are aware that the salary is open and that present salary and qualifications may influence the starting salary. We suggest that when you become seriously interested in a candidate, you settle salary and related matters as quickly as possible. As you know, it is normal practice for the City to pay actual relocation expenses and related items for executive level employees.

The candidates know that the interview process will take place on Monday, September 11, 2023. Their interview times have been assigned and the schedule is on page fourteen of this report.

The candidates have been instructed to submit their request for reimbursement for reasonable expenses incurred for the interviews directly to the City. These expenses were not included in our contract with the City.

Detailed information about each candidate is contained in this report. Included for each candidate are a summary resume, a cover letter, a full resume, supplemental questionnaire responses, summary reference comments, and a rating sheet. The report contains tips for interviewing and selecting candidates, sample interview questions and candidate ranking and tabulation forms. Also, included is a guide to assist in avoiding asking inappropriate questions.

In preparing for the interviews we suggest that:

- ✓ A comfortable setting should be selected.
- ✓ The setting should be formal, but open and friendly.
- ✓ Each candidate should sit in the same chair placed for good eye contact between the interviewers and candidate.
- ✓ To be fair, the same program and the same type of questions should be asked of each candidate.

We further suggest that you try to arrive at a decision as soon after the interview as possible as delay often works to the disadvantage of both parties.

I will attend the interviews. Finally, we thank you for the opportunity to work with you on this very important assignment. We will continue to work for you until the process is complete.

Cordially yours,

SLAVIN MANAGEMENT CONSULTANTS

Robert E. Slavin

TABLE OF CONTENTS

Cover Letter

INTERVIEW AND SELECTION TIPS 1

CITY MANAGER RECRUITMENT PROFILE 2

CANDIDATE QUALIFICATIONS MATRIX 7

CANDIDATE BACKGROUND CHECK TABLE 9

SUPPLEMENTAL QUESTIONNAIRE 10

SAMPLE INTERVIEW QUESTIONS 12

CANDIDATE INTERVIEW SCHEDULE 14

JOHN J. ANASTASIO 15
- Cover Letter and Resume 16
- Supplemental Questionnaire and Legal Opinions 23
- Reference Summary 46
- Qualifications Appraisal Guide 47

RHONDA MONTOYA HASAN 48
- Cover Letter and Resume 49
- Supplemental Questionnaire and Legal Opinions 54
- Reference Summary 63
- Qualifications Appraisal Guide 64

SARA K. HEDGES 65
- Cover Letter and Resume 66
- Supplemental Questionnaire and Legal Opinion 68
- Reference Summary 89
- Qualifications Appraisal Guide 90

IOLA THOMAS MOSLEY 91
- Cover Letter and Resume 92
- Supplemental Questionnaire and Legal Opinion 97
- Reference Summary 104
- Qualifications Appraisal Guide 105

CANDIDATE RANKING FORM 106

CANDIDATE TABULATION FORM 107

Interview Question Guideline

INTERVIEW AND SELECTION TIPS

Interviews are often not as effective as they should be for the following reasons:

- Human errors are made.
- Final decisions are frequently made too early in the interview.
- Judgments are based on characteristics that are unrelated to subsequent job performance (i.e., race, sex, age, etc.).
- Insufficient weight is often given to favorable information of job applicants -- most interviewers look for reasons to reject applicants. To the extent that interviewers prejudge applicants, their decisions tend to be inaccurate.
- Interviewers may not be as carefully prepared for interviews as they should be.

In considering the candidates presented, we feel it is important to remember:

1. Interviews should also be viewed as learning experiences for the interviewers. For example, you may learn about approaches or techniques that may be of value to the City.
2. Some candidates did not seek out this position, but rather were encouraged by us to apply. With time, their enthusiasm will wane, and there is ample evidence to show that delay can be detrimental to both the prospective employer and the candidate. For that reason, we encourage the City Council to establish a plan for completing this process within a short time period.
3. The interview is a two-way process. Just as you are making an important decision for the City, so too is the candidate making important career, personal and family decisions. All candidates have been provided with background information concerning the position but many will have questions that can only be answered by you during the interview. Try to set aside time during the interview for these questions to be raised and explored.
4. If you are unable to reach a decision on a candidate immediately, keep all candidates clearly and frequently informed on your progress. It is appropriate for you to be the primary point of contact with the candidates after they have been interviewed. We will, however, be pleased to serve as a go-between should there be a need for negotiations with a final candidate.
5. Once a decision has been reached and an offer made to a candidate, we suggest that you obtain acceptance in writing by letter, fax or e-mail before publicizing the appointment. At the same time the appointment is made, you should contact the other interviewed candidates and inform them of your decision. We will, of course, notify all other applicants of your decision.
6. We are committed to the City until the process is complete. Please feel free to contact us at any time.

The City of Fort Pierce, Florida

Invites your interest in the position of

CITY ATTORNEY



The Position

The City Attorney is, pursuant to the City Charter, legal advisor to and counselor for the City and its officers in matters relating to their official duties. The mission of the Office of the City Attorney is to safeguard the legal, ethical, and financial integrity of the City of Fort Pierce. The City Attorney represents the City before all levels of state and federal courts. The Office of the City Attorney reviews all City contracts and agreements for approval as to legal form and correctness.

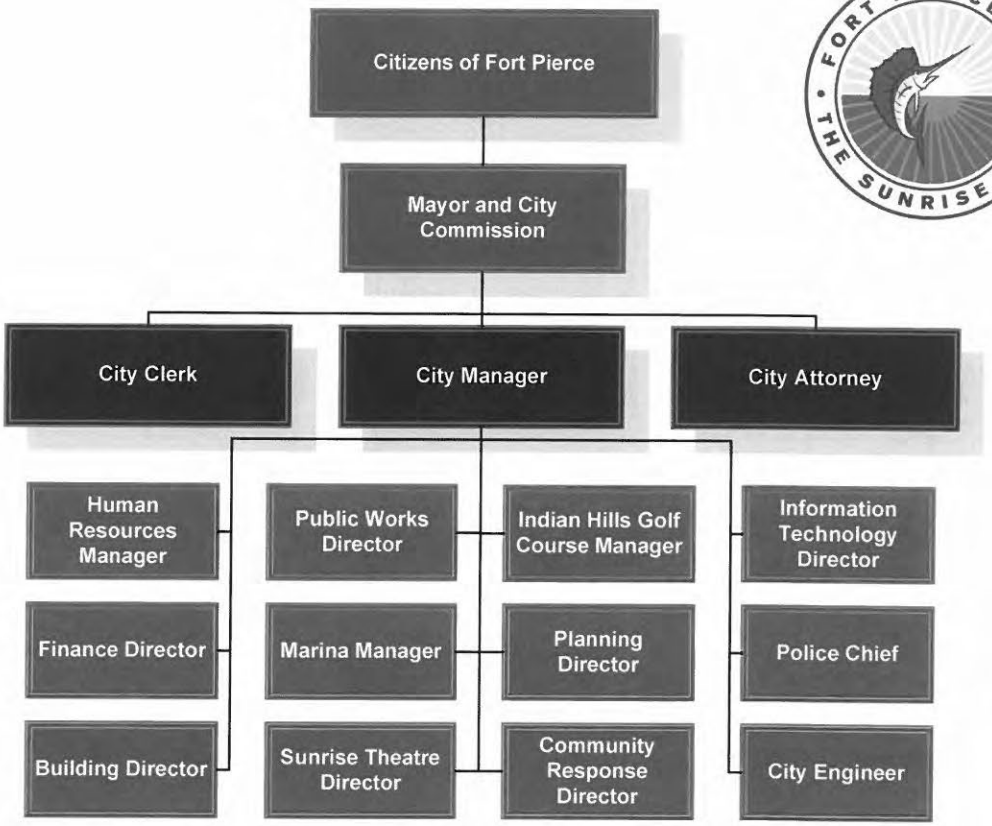
The position is one of three "Charter Officers" appointed by and directly reporting to the Mayor and the four City Commissioners - the City Manager, City Attorney, and City Clerk. The City operates under a Commission/Manager organizational structure with daily operations entrusted to the City Manager. Requests for legal advice from departments are routed through the City Manager's office.

The Mayor is elected at large to a four-year term with membership on the Commission. Four Commissioners are elected to overlapping terms from two two-member districts. The offices of City Commissioner and Mayor are elected on a nonpartisan basis.

Five positions are budgeted for the City Attorney's Office with a total budget of $800,490 out of a total City General Fund budget of $52,412,646. The City Attorney has the discretion to delegate legal matters to private attorneys as appropriate.

City of Fort Pierce, Florida

Organizational Chart





FORT PIERCE CITY COMMISSION	
Linda Hudson	Mayor
Arnold Gaines	District I
Curtis Johnson, Jr	District I
Jeremiah Johnson	District II
Michael Broderick	District II

City Attorney Office Mission Statement

The mission of the Office of the City Attorney is to safeguard the legal, ethical, and financial integrity of the City of Fort Pierce. This is accomplished by offering legal services to the City Commission, Officials, and several Boards in a manner consistent with the City's Charter, Code of Ordinances, and the laws of the State of Florida and the United States, in a manner meeting the highest standards of professional diligence and ethics.

The City

Fort Pierce has retained much of the charm of the fishing village that it was when incorporated in 1901 as it evolved to the highly diverse community found in larger urban areas today. The City is the county seat of St. Lucie County, Florida. It is known as the "Sunrise City" and is located on Florida's Treasure Coast. The Treasure Coast commemorates the sinking of a recently discovered Spanish fleet in 1715 to distinguish the area from other parts of Florida. The natural beauty of the City is evident to even the casual visitor. The City is located on the Indian River Lagoon with easy access to the Atlantic. Fort Pierce is still known for its exceptional fishing, beautiful sand beaches, and outdoor activities.

The City encompasses approximately 31 square miles and is home for a diverse population of approximately 47,927 residents. The US Census estimates that 30.9% of the population is white alone, not Hispanic or Latino, 43.5% black or African American alone, and 22.9% Hispanic or Latino. The City population is also diverse economically with an estimated household median income of $40,323 and 27.1% of the population is estimated to be "in poverty."

The Commission, community, and Police Department have combined efforts to keep the Fort Pierce a place where families and businesses can thrive. The National Council for Home Safety and Security ranked the City as one of the 100 safest cities in Florida.

The City population is growing. Efforts are being made to maintain the historic, family friendly ambiance of a beach community while encouraging economic growth.

The cost of living in Fort Pierce compares well to other areas of south Florida and the US generally. According to the "Best Cities" survey, the overall cost of living in Fort Pierce is rated 87.6 on a 100-point scale. The cost of housing is particularly noteworthy as it is listed at 66.7 on the same scale. It should also be understood that there is considerable variation in housing costs throughout the City.











Low Crime

The City's aggressive policing initiatives, strategies, and community engagement, have resulted in a significant and continuing pattern of crime reduction. In fact, over the last 5 years, there has been a 20.8% decrease in violent crime, a 51% decrease in property crime, and a 36% decrease in overall Part 1 UCR crime. Fort Pierce's steadily declining crime rate has made the City a safer place to live, work and play. According to the National Council for Home Safety and Security (Alarms.org) and Safewise.com, Fort Pierce is among the top 100 safest cities in Florida, ranking 61 and 99 respectively.

The Climate

Fort Pierce has a humid subtropical climate, with hot, humid summers and warm, drier winters. Summer temperatures average in the low 90s while winter brings temperatures in the 70s. Approximately 51 total inches of rain fall annually during 133 days with rain. Tropical storms and hurricanes are possible in the region but their occurrence in Fort Pierce have historically been infrequent and without substantial property damage.

The Economy

Much of the Fort Pierce employment is currently in the government and service industries.

The easy access to the Florida Turnpike, Interstate 95, the Treasure Coast International Airport, the Port of Fort Pierce, and developable properties with the City and within annexable areas offer continued opportunities for a growing economy.

More information about Fort Pierce is available on the web at: www.cityoffortpierce.com

Issues

The Commissioners do not see any one issue of overriding importance to the City. However, several issues are percolating that will likely require prompt attention:

- City expansion through annexation and the disposal of surplus City-owned property continues to be a probability with required legal guidance.
- Development agreements will continue to be negotiated and need to be enforced as businesses are attracted to the business climate and quality of life available in the Fort Pierce area.
- Effort is needed to continue the update the City Code of Ordinances.
- Other issues are common to any City Attorney's Office. The next City Attorney should expect to be involved with development/redevelopment, code enforcement, contracts, labor relations and negotiations, law enforcement, etc.



The Ideal Candidate

The Commissioners are looking for a person who, in addition to having the educational, experiential, and license qualifications listed for the position, has the personality and personal integrity necessary to guide the, at times, demanding commissioners and staff. The Attorney is expected to operate in a collaborative, diplomatic and respectful manner but not at the expense of offering quality legal advice.

The ideal candidate would exhibit a passion for the opportunities for making Fort Pierce a continually improving community to live and work in.

The ideal candidate would understand what it means to operate in an ethnically and economically diverse community and with a governing board which reflects that diversity.

The ideal candidate would appreciate that the City operates with a limited internal attorney staff and contracted outside counsel. It is expected that the City will continue to be flexible with the management and internal operations of the Office.

The ideal candidate would have a working understanding of the potential liabilities from public safety and other aspects of City operations.

As part of the City's leadership team, the City Attorney will work with the Commissioners, City Manager, City Clerk and staff to find ways to accomplish the City goals within the framework of the law.

The bottom line is that the next City Attorney will exhibit independent judgment as well as the highest level of professionalism, ethics, and dedication. The person will understand that the City Attorney reports collectively to all five members of the Commission, with no one person receiving better treatment or information.

Qualifications and Expectations

The position requires a Juris Doctor (J.D.) degree and licensure to practice law in Florida. Note that Florida does not have reciprocity with any other state. Requires at least ten years of increasingly responsible experience in the management and practice of law, preferably with municipal law practice. Membership in the Florida Bar Association is required.

Also highly desired is the City Attorney establishing Fort Pierce residency.

Compensation

The beginning salary will be negotiable depending on the experience and qualifications of the selected candidate. Fort Pierce provides excellent benefits.

To Apply

The position will remain open until filled. If interested, please email your resume and cover letter with your compensation expectations to slavin@bellsouth.net.

For additional information about this opportunity, contact Robert E. Slavin, President at (770) 449-4656 slavin@bellsouth.net.

Robert E. Slavin
SLAVIN MANAGEMENT CONSULTANTS
3040 Holcomb Bridge Road, A1
Norcross. Georgia 30071
Phone: (770) 449-4656
Fax: (770) 416-0848
E-mail slavin@bellsouth.net

SLAVIN MANAGEMENT CONSULTANTS

Note: Under Florida Law, resumes are public documents and will be provided to the media upon request. Please call prior to submitting your resume if confidentiality is important to you.

Fort Pierce, Florida is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, or disability in employment or in the provision of services.

CITY OF FORT PIERCE CITY ATTORNEY
CANDIDATE QUALIFICATIONS MATRIX

Pg.	Name	Employer	Pop	Position	Highest # Empls	Local Gov't General Counsel Exp	Legal Office Mgmt Exp	Outside Counsel Mgmt Exp	Amt. of Prof. Exp (Years)	Diverse Community Exp	Florida Bar	Ever Left a Job Involuntarily	Pay Expected ($)
15	Anastasio, John john@psllaw.net	Law Offices of John J.. Anastasio	N/A	Principal (1982 - now)	5	Yes	Yes	Yes	31	Yes	Yes	No	Flexible
48	Hasan, Rhonda [redacted]	City of Fort Lauderdale, FL City of Miami Beach, FL St . Thomas Univ. Law School (Miami. FL) 11th Judicial Court (Miami, FL) Preston, Thorgrimson, Ellis & Holman (Wash. D.C.) U.S. State Dept.	181.6 82.9	Assistant City Attorney (2014 - Now) 1st Assistant City Attorney (1997 - 2014) Part-time Instructor (2003 - 2013) Judicial Clerk (1990- 1993) Admin. Asst. (1986 - 1987) Intern (1985)	4	Yes	Senior Staff Exp	Yes	26+/-	Yes	Yes	No	Commensurate with other So. Florida City Atty's
65	Hedges, Sara [redacted]	City of Fort Pierce, FL State of Florida 19th Judicial District	47.9	Interim City Attorney (2003 - Now Sr. Asst. City Attorney (2023 - Now Asst. City Attorney (2021 - 2023 Asst. State Attorney (2012 - 2021	3	Yes	Yes	Yes	12	Yes	Yes	No	Negotiable

Pg.	Name	Employer	Pop	Position	Highest # Empls	Local Gov't General Counsel Exp	Legal Office Mgmt Exp	Outside Counsel Mgmt Exp	Amt. of Prof. Exp (Years)	Diverse Community Exp	Florida Bar	Ever Left a Job Involuntarily	Pay Expected ($)
91	Mosley, Iola, Thomas [redacted]	Florida Rural Legal Services (Fort Pierce)		Managing Attorney (2020 - Now)	10	Yes	Yes	Yes	36+/-	Yes	Yes	No	145 - 165
		Office of Regional Conflict Counsel		Assistant Regional Counsel (2019 - 2020)									
		City of Fort Pierce, FL	47.3	Sr. Assistant City Attorney (2016 - 2019)									
		Palm Beach County School District		Senior Counsel - Academic Compliance (2005 - 2016)									
		Florida State Attorney - 15th Judicial Dist. (West Palm Beach, FL)		Assistant State Attorney (2001 - 2005)									
				Juvenile Division (2002 - 2005)									
				County Court Division (2001 - 2002)									
		City of West Palm Beach, FL	82.0	Assistant City Attorney (2000 - 2001)									
		Law Offices of Whitfield & Mosley		Partner (1996-2000)									
		Office of Public Defender - 15th Judicial Dist. (West Palm Beach)		Assistant State Attorney (1987 - 1996)									

CITY OF FORT PIERCE, FLORIDA

CITY ATTORNEY

NAME	Signed Authorization Received	Soc Sec # Trace	County Court Civil Search	County Court Criminal Search	Enhanced National Criminal Search	Driving Record Search	DOJ Sex Offender Search	Education & Florida Bar Verification	Social Media Search	Credit
Anastasio, John	Yes	Clear	Clear	Clear	Clear	Clear	Clear	Verified	Nothing Inappropriate	Good
Hasan, Rhonda	Yes	Clear	Clear	Clear	Clear	Clear	Clear	Verified	Nothing Inappropriate	Good
Hedges, Sara	Yes	Clear	Clear	Clear	Clear	Clear	Clear	Verified	Nothing Inappropriate	Good
Mosely, Iola	Yes	Clear	Clear	Clear	Clear	Clear	Clear	Verfied	Nothing Inappropriate	Good

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name:

Home Address:

Home/Work/Cell phone numbers:

E-mail address:

---

1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?

4. Describe your leadership and management style with your employees.

5. Have you ever worked directly for a policy making body?

6. Are you a member in good standing of the Florida Bar?

7. Describe your workload tolerance.... what type of office hours do you typically keep?

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence?

11. Tell us how you communicate with your governing body and its individual members.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

19. Are you currently employed?

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

22. What are your compensation expectations?

FORT PIERCE, FLORIDA

City Attorney

SAMPLE INTERVIEW QUESTIONS

September 2023

1. What do you consider to be your major accomplishments in your current and previous positions as they relate to the City Attorney position in Fort Pierce?

2. What, if any, legislative/legal changes are you aware of that will likely have an important impact on Florida local governments?

3. Philosophically, how do you view the role of a City Attorney?

4. What most interests you in this position. What are your overall career objectives and how does this position relate to them?

5. What do you believe to be the ideal relationship between the City Attorney, the City Commission, the City Manager, and department heads?

6. Describe your leadership strengths and how they have been applied in current and previous work settings.

7. How would you begin the task of gaining control of an organization to which you are new?

8. Describe the how you would establish the mission, values, and objectives of the City Attorney's office.

9. Describe your background in legal office management including budget preparation, performance analysis and administration.

10. How do you track and respond to work requests and manage the workload?

11. How do you motivate employees to perform to their highest potential?

12. Tell us about your relationships with other local governments and state and federal agencies.

13. You have evidence that a department head is showing promotional hiring favoritism to long-term employees to the detriment of newer employees. Most of that organizations' diversity is among its newer employees. No discrimination complaint has been filed. As City Attorney, do you see a need to deal with the situation? if so, how would you do so?

14. As City Attorney, you will likely be called to make recommendations to the City Commission on issues that have strong political implications. Give us an example of one such recommendation that you have made and tell us how you managed it.

15. How do you decide if work should be done in-house or contracted for?

16. How do you measure both staff and client satisfaction?

17. If you were selected for this position, what standards should be used to assess your performance during your first year on the job?

18. What questions do you have for us?

City Attorney Interview Schedule
Monday, September 11, 2021
Fort Pierce City Hall

Individual Interviews will be conducted on the 3rd Floor in the Commissioner's Offices

	2:00	2:30	3:00	3:30	4:00	—	5:05
J. Johnson	—	Anastasio	Hasan	Mosley	Hedges		
Broderick	Hedges	Mosley	Anastasio	Hasan			
Gaines	Hasan	Hedges		Anastasio	Mosley		
C. Johnson	Mosley	Hasan	Hedges		Anastasio		
Hudson	Anastasio		Mosley	Hedges	Hasan		

12:30 p.m. Lunch will be served in the Hector DePaula Arias Conference Room, first floor. (Near Engineering Department just beyond Chambers.)

5:05 Public City Commission meeting will begin.

Candidates will be asked to wait in the Hector DePaula Arias Conference Room during the public interviews. Each candidate will be called immediately after the previous interview has concluded. A staff member will escort the candidate to the conference room when it is his or her turn.

Interview order is as follows:

1. John Anastasio
2. Rhonda Hasan
3. Sara Hedges
4. Iola Thomas Mosley

JOHN J. ANASTASIO

PERSONAL

Address: 3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34957

Contact: Phone: (772) 286-3336
Email: john@psllaw.net

EDUCATION

Juris Doctor
Seton Hall University - 1981

Bachelor of Arts in Government
Seton Hall University - 1976

SUMMARY OF RELATED EXPERIENCE

1982 - Present — **LAW OFFICES OF JOHN J. ANASTASIO**
Stuart, Florida

2010 - 2014 — Counsel to the Mayor, City of Port Saint Lucie
Counsel to Commissioner, Saint Lucie Fire District

1981 to 1984 — **LAW OFFICES OF YOUNG, DORSEY AND FISHER**
New Jersey

Senior Partner - Municipal Law Practice

Attorney for the statutory Mount Arlington, Municipal Investigating Committee

Special Prosecutor for Mount Arlington

Authority Attorney for the Dover Housing Authority

Eminent Domain Commissioner (New Jersey Superior Court Appointee)

John J. Anastasio
Counselor-At-Law
3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34996
(772) 286-3336
E-mail: John@psllaw.net

If we could read the secret history of our enemies, we should find in each man's life, sorrow and suffering enough to disarm all hostility.

- Longfellow

16 June 2023

Robert E. Slavin, President
Slavin Management Consultants
3040 Holcomb Bridge Road, A1
Norcross, Georgia 30071
slavin@bellsouth.net

Re: Application for Fort Pierce City Attorney

Dear Mr. Slavin:

Thank you for speaking to me last week about the Fort Pierce City Attorney position. With my extensive legal experience and dedication to upholding the highest standards of professionalism and ethics, I believe I am well-suited to contribute to the legal, ethical, and financial integrity of the City.

I am seeking a competitive salary that reflects my level of experience, qualifications, and the responsibilities associated with the City Attorney position. Based on my research and understanding of the role and the City's budget, I anticipate that the salary range for this position would be in the range of $155,000 to $190,000 per year. However, I am open to negotiation and would consider other factors such as benefits, professional development opportunities, and potential for growth of the role within the City.

Fair compensation is essential for attracting and retaining top talent. I am confident that my skills and experience warrant a salary within the aforementioned range. However, I am open to discussing this further during the interview process to ensure alignment with the City's compensation structure and budgetary considerations.

Living next to the City of Fort Pierce for **34 years**, I understand Fort Pierce's unique character and its challenges personally. This is important, given the city has gone through five City Attorneys in the past eight years. Stability seems to be a problem when filling this position outside the local area. Expertise combined with being a long-term member of the community is what Fort Pierce needs.

As a legal advisor and counselor, I understand the importance of providing sound

advice and guidance to city officials in matters related to their official duties. I have a solid background in representing clients before state and federal courts, and I am confident in my ability to effectively advocate for the City's interests at all levels of the judicial system. My expertise in reviewing contracts and agreements for legal compliance will ensure that all City dealings are conducted with accuracy and adherence to the law.

Moreover, I am familiar with the Commission/City Manager form of government, and I am comfortable working closely with the Mayor, City Commissioners, staff, and other stakeholders. I recognize the significance of collaborating with the City Manager's office to address legal concerns and provide timely legal advice to various departments. By seamlessly integrating into the City's leadership team, I will work diligently to accomplish the City's goals while upholding the principles of the law.

With a Juris Doctor (J.D.) degree and my active membership in the Florida Bar, I possess the necessary qualifications to fulfill the role of City Attorney. Having gained decades of experience in the management and practice of law, including significant exposure over the decades to municipal law, I am confident in my ability to handle the complex legal matters that come with this position. Furthermore, my commitment to ongoing professional growth and development ensures that I am well-prepared to address the diverse challenges facing the City of Fort Pierce.

I believe that my strong leadership abilities, collaborative nature, and commitment to excellence align perfectly with the City's vision for its next City Attorney. I am excited about the opportunity to contribute to the success and continued improvement of Fort Pierce as a thriving community.

Enclosed is my resume for your review, which provides further details on my qualifications and experiences. I am available for an interview at your convenience to discuss how my skills and expertise align with the needs of the City. Please feel free to contact me via email or phone.

Thank you for considering my application. I look forward to the possibility of joining the City of Fort Pierce and contributing to its ongoing success.

Cordially,



John J. Anastasio

Attachment: Resume

This electronic document is ADA compliant.

JOHN J. ANASTASIO

3601 South East Ocean Boulevard, Suite 203
Stuart, Florida 34957
john@psllaw.net **(772) 286-3336**

SUMMARY

A highly experienced and strategic legal professional with over 40 years of practice in local government law, representing government entities, officials, employees, and citizens. Adept in both litigation and appeals, with extensive experience in administrative, local, state, and federal administrative and judicial proceedings, including jury trials, as well as transactional work. These diverse fields include:

Environmental law
Community Redevelopment law
Code Enforcement
Public employee discipline under chapter 112
Employee grievances and hearings
Public Employment Relations Commission
Federal and Florida Tort Claims Act
Fair Labor Standards Act (FLSA)
Drug Free Workplace and testing
Occupational Health and Safety Act (OSHA)
Health Insurance...Act (HIPAA)
Equal Opportunity Employment Comm. (EEOC)
Ethics and voting conflicts
Eminent domain/inverse condemnation/takings
Rate setting and impact fees
Housing issues, including sober homes
Planning, zoning, and land development law
Chapter 120 Administrative Procedures Act
Sunshine and Public Records law
Labor Contract Arbitration
Local government Section 1983 liability
Real estate and foreclosure/lien law
Family Medical Leave Act (FMLA)
Americans With Disabilities Act (ADA)
Regulatory drafting and analysis
Commercial, and contract constructions
Florida Commission on Ethics
All Bankruptcy chapters
First Amendment issues
Emergency management (Stafford Act)
Insurance issues, including cyber
Risk Protection Orders

EXPERIENCE

LOCAL GOVERNMENT LAW EXPERIENCES:

Counsel to the Honorable Joann Faiella
Mayor, City of Port Saint Lucie
Commissioner, Saint Lucie Fire District

- Provided expert legal advice to former Mayor, resulting in successful resolution of numerous complex legal issues.
- Engaged in daily legal advice on all aspects of local government law, including planning, zoning, and land development law, community redevelopment law, public records law.
- Successfully defended public records and Sunshine law litigation, resulting in the dismissal of all charges against Mayor Faiella.
- Successfully defended defamation litigation against Mayor Faiella.

Municipal Attorney's Office
Young Dorsey & Fisher

- Served under Senator John Dorsey, senior partner as the Municipal Attorney, providing day-to-day legal support for municipalities including Butler, Dover, East Hanover, Montville Municipal Utilities Authority, and Special Counsel for Parsippany on employment issues.

- Provided comprehensive legal counsel on a wide range of municipal law issues, including: legal advice during public meetings, zoning and land use regulations, redevelopment and housing laws, police and employee discipline matters, state and federal labor laws, Public Employment Relations Commission (PERC) matters, eminent domain issues, construction and contract disputes, municipal tax appeals, FERC-related municipal electric company issues, public records and public meeting acts compliance, ordinance and resolution drafting, guidance during public meetings, real property tax appeals, and MUA-related rate making methodology.

Attorney for the statutory Mount Arlington, Municipal Investigating Committee

- Led a closed-door investigation of the Mount Arlington Police Department, authorized by statute. Developed and implemented procedures for conducting investigation and disciplinary hearings, and provided expert legal advice to the governing body and the investigating committee throughout the proceedings. Drafted charges against the defendants and ensured full compliance with legal requirements.

Special Prosecutor for Mount Arlington

- Successfully prosecuted the Chief of Police and two other officers for violation of municipal regulations

Authority Attorney for the Dover Housing Authority

- Handled housing development, Section 8 low-income housing, and related administrative and liability issues

Eminent Domaine Commissioner

- Served as a Commissioner appointed by the Superior Court to conduct a comprehensive inquiry into the valuation of condemned property, leading to recommendations and findings on real property valuation.

SELECTED EXPERIENCES:

- Successfully challenged public records retention regulations in an administrative rule challenge before the Division of Administrative Hearings, resulting in the State of Florida adopting a valid system for public records retention while defending a mayor.

- Represented clients in numerous successful career service hearings under Chapter 112, including the only successful Career Service Board hearing in the Saint Lucie County Sheriff's Office, as well as other successful local government administrative hearings.

- Possess extensive litigation experience in public records and Sunshine law litigation, leading to the dismissal of all charges against Mayor Faiella.

- Appealed more than 100 cases in state and federal courts, resulting in numerous reported appeal decisions, including *Finnegan v. Deutsche Bank Nat'l Tr. Co.*, 96 So. 3d 1093 (Fla. 4th DCA 2012) and *Dominko v. Wells Fargo Bank, N.A.*, 102 So. 3d 696 (Fla. 4th DCA 2012)) in real property foreclosure law, *Mancini v. Personalized Air Conditioning & Heating*, 702 So. 2d 1376 (Fla. 4th DCA 1997) in defamation law, *Dalem v. Dep't of Corr.*, 720 So. 2d 575 (Fla. 4th DCA 1998) in public employee termination before Public Employees Relations Commission, *Gramm v. Port St. Lucie*, 574 So. 2d 1163 (Fla. 4th DCA 1991) and *Bernas v. Knowles*, 648 So. 2d 272 (Fla. 4th DCA 1995) in police discipline, *Rauch v. Rauch*, 711 So. 2d 582 (Fla. 4th DCA 1998) in the application of the full faith and credit provision of the United State constitution, *Janos v. State*, 763 So. 2d 1094 (Fla. 4th DCA 1999) in the double jeopardy clause of the constitution.

- Authored several studies pertaining to local government legal operations, including *A Blueprint for the City of Delray Beach City Attorney's Office*, mapping out most aspects of a City Attorney's Office, A *Blueprint for the Village of Indiantown Village Attorney's Office*, mapping out a Village Attorney's Office for a startup community, *A Blueprint for the Indian River State College General Counsel's Office*, for a startup General Counsel's Office, and *The Municipal Investigating Committee Handbook*, mapping out procedures for the conduct of an investigating committee.

- Practiced in diverse areas of law, including civil trial, criminal trial, family law, civil rights law, real estate development, bankruptcy, and immigration.

- Appointed by the court as guardian ad litem for a minor in a multi-million-dollar settlement, resulting in the reduction of the minor's attorney fees by $250,000.00.

- Served as a member of the Supreme Court's E-service Committee and filed a petition for Writ of Certiorari before the United States Supreme Court.

EDUCATION
FORMAL EDUCATION:

Juris Doctor, Seton Hall University
Bachelor of Arts in Government with a minor in Labor Relations, Seton Hall University
M.P.A. Program (discontinued to attend law school), New York University

PROFESSIONAL DEVELOPMENT:

Participated in various legal seminars, including the Association of Municipal Attorneys Annual Seminar, Annual Environmental Law Seminar, City, County & Local Gov't Law Certification Review, Sunshine Law and Records & Ethics, Public Employment Labor Relations Forum, Civil Trial Certification Review, Criminal Trial Certification Review, Appellate Law Certification Review, Advanced Legal Writing and Drafting, Circuit Court Mediator Certification, and more.

PROFESSIONAL AFFILIATIONS & ACTIVITIES

- Member, Florida Bar Traffic Rules Committee (1992-1996, 2010-2014), served as Chairperson in 2012
- Member, Florida Bar Rules of Judicial Administration (2010-2011)
- Member, Florida Bar City, County & Local Government Law and Environmental and Land use Sections
- Pro Bono Awards: Received numerous awards for service from Florida Rural Legal Services, including nomination for Statewide Pro Bono Award
- Member, Military Operations Research Society (MORS)
- Member, Society for Human Resource Management

ADMITTED TO PRACTICE

- Florida Supreme Court
- U.S. Court of Appeals for the 11th Circuit
- United States Supreme Court
- Middle, Northern, and Southern Federal District Courts in Florida
- U.S. Court Southern District of Florida (Member of Arbitrator Panel)

SKILLS
MANAGEMENT:

- Successfully managed a law practice with 1 to 4 employees for over 36 years.
- Led the Florida Bar Traffic Rules Committee in drafting court rules, overseeing 40 judges, state attorneys, public defenders, clerks, and motor vehicle administrators.

IT:

- Proficient in Microsoft Office Suite, including Word, Excel, Outlook, Access, PowerPoint, and Project.
- Experienced in electronic document analysis, such as eDiscovery, mapping graphics with Earth Pro, creating and editing PDFs with Adobe Acrobat DC, document assembly with HotDocs, and using litigation software like Case Map Suite and Dragon 15 Legal.
- Familiar with Workflow Designer 5.31 and PolicyMaker 4.0 for political feasibility analysis.

RESEARCH AND METHODOLOGY:

- Skilled in legal research using Lexis-Nexis, Lexis Advanced, and Westlaw.
- Experienced in social science research techniques like study review, surveys, and focus groups.
- Familiar with physical science research methods, including study design and methodology review.
- Trained in advanced legal writing and drafting, Sigma Six for quality control, root cause analysis and cause mapping, metrology (science of measurement).

PUBLIC POLICY/MANAGEMENT ANALYSIS:

- Experienced in cost-benefit analysis, scenario planning, multicriteria decision analysis, forecasting and horizon scanning, systems analysis, game theory, risk analysis, literature reviews, PERT, critical path method (CPM), SWOT, brainstorming/brainswarming, CARVER plus Shock Matrix, modeling and simulation, and wargaming (business, economic, social, military).
- Trained in risk and probability management and strategic net assessment.

NEGOTIATION:

- Skilled in litigation negotiation, contract negotiation, mediation, and arbitration.

PRESENTATION:

- Skilled in delivering lectures, speeches, trial and appellate presentations, using the Beyond Bullet Points method.

LITIGATION:

- Experienced in federal and state nonjury trials, jury trials, administrative hearings, grievance hearings, and appeals, including the Florida state trial level and appeals courts, the Middle, Northern, and Southern United States District Courts of Florida, the Eleventh Circuit Court of Appeals, and the Supreme Court of the United States.

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE
2023

Name:	**John J. Anastasio**
Home Address:	[redacted]
Home/Work/Cell phone numbers:	Work: (772) 286-3336 [redacted]
E-mail address:	John@psllaw.net Contact.office@psllaw.net

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1. **Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?**

Fort Pierce is an exceptional community with a unique blend of challenges and opportunities that genuinely pique my interest. Having resided in Saint Lucie County for over three decades, I've developed a strong local connection and a deep appreciation for the city. Becoming Fort Pierce's City Attorney aligns perfectly with my desire to contribute to its growth and development.

My extensive experience in local government law, which spans over 40 years, positions me well to support each Mayor and Commissioner in enhancing the city's potential. Having successfully navigated diverse legal scenarios, I believe I can make a meaningful impact on the city's progress.

While private law practice has been rewarding, I feel a strong calling to transition to the public sector and offer my skills for the betterment of the community. My goal is to stand beside every governing body member, ensuring that Fort Pierce continues to flourish.
Regarding my career plans, if chosen as City Attorney, I see myself fully committing to the role, serving diligently until my capabilities either no longer align or a more suitable successor emerges. My aspiration is to contribute significantly to the city's success and leave a lasting positive mark on Fort Pierce's trajectory.

I eagerly anticipate the opportunity to serve Fort Pierce in this capacity, aligning my career aspirations with the city's dynamic potential for growth and improvement.

2. **What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?**

Throughout my career, I've had the privilege of managing law office teams ranging from 1 to 5 staff members, including contract counsel. This experience has provided valuable insights into effective leadership and team coordination. My oversight extended to budgets that ranged from $250,000 to $500,000, encompassing various operational needs.

Furthermore, I had the honor of chairing a Florida Bar rules committee, a role that exposed me to a unique management dynamic. This committee played a crucial role in developing rules changes for the Supreme Court, bringing together approximately 40 professionals from diverse backgrounds including judges, court clerks, prosecutors, defense attorneys, and motor vehicle staff members. Leading this team taught me how to navigate the intricacies of managing and building consensus among a substantial group of volunteers with distinct expertise.

These experiences have equipped me with a strong foundation in managing personnel and financial resources effectively, ensuring optimal operational outcomes within a collaborative framework.

3. **How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?**

Staying abreast of current developments and potential impactful issues is essential to my role. To achieve this, I maintain a robust legal, news, and scientific database that provides real-time alerts on matters I designate of concern. In addition to my legal studies, I dedicate time to reading 3-4 non-legal, non-fiction books across a range of subjects, as well as 1-2 books on legal techniques each month. A consistent practice of reading United States Supreme Court opinions upon release, along with all 11th Circuit Court of Appeals opinions, keeps me well-versed in relevant federal matters, including governmental immunity considerations.

Complementing my reading regimen, I actively engage in legal and non-legal webinars and seminars. These opportunities allow me to tap into the expertise of esteemed subject matter experts and stay at the forefront of evolving trends and legal perspectives.

Regarding my approach to keeping employees informed, I view the Office of the City Attorney as a dynamic learning organization. I've found that creating an environment that values continual learning is essential. This includes not only formal instruction but also leveraging everyday situations as teaching moments. Nurturing employee talent and fostering a culture of ongoing education is a priority, ensuring that our team remains current and equipped to address the complex challenges that may arise.

By blending a strategic mix of personal learning endeavors and organized educational opportunities for my team, I am committed to maintaining an informed and empowered environment for both myself and my colleagues.

4. **Describe your leadership and management style with your employees.**

Leadership: My leadership style is a harmonious blend of servant leadership, mission command, and principle-centered approaches. The central tenet is putting the mission at the forefront, followed by the well-being of the team, and finally, my own role, all guided by core principles. Ego takes a backseat as I always strive to groom my successors, ensuring a seamless transition. I lead by walking alongside my team, neither lagging behind nor forging ahead, but moving in unison with them.

Management: Effective management, in my view, revolves around overseeing systems rather than just individuals. A transformation occurs when we shift focus from assigning blame to identifying systemic failures, leading to lasting solutions and improvements. My management philosophy encompasses systems thinking, process management, and a deep understanding of organizational culture—these three pillars shape my perspective on organizational behavior. Once the Three Ts (Train, Test, Trust) are in place, I establish a "commander's intent" and

empower my team to execute it autonomously, without micromanaging. I firmly believe in the power of thought-provoking questions that guide individuals towards discovering answers, rather than merely providing solutions. Asking the right questions is integral to a productive process.

When it comes to talent recruitment, outreach is paramount. While skillsets are important, a passion for public service is a critical factor. Talent management involves continuous learning and coaching, coupled with diverse assignments, to foster lifelong growth. In succession planning, I emphasize the significance of both welcoming new talent and, when necessary, parting ways. Staying connected with former team members and facilitating their potential return is a vital aspect of my approach to cultivating a robust organizational ecosystem.

5. **Have you ever worked directly for a policy making body?**

Yes.

6. **Are you a member in good standing of the Florida Bar?**

Yes.

7. **Describe your workload tolerance.... what type of office hours do you typically keep?**

I maintain a workload tolerance of approximately 50-60 hours per week. My regular office hours span from 6:00 am to 4:00 pm, supplemented by evening meetings when required. Weekend commitments may vary depending on the nature of tasks and responsibilities. This schedule reflects my commitment to fulfilling the demands of the role, while ensuring that the necessary flexibility exists to address any unforeseen requirements.

8. **What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?**

A. Generally:

I envision achieving consistent goals across all three timeframes. I've designed a structured approach called the City Attorney Prioritized Leadership Focal Points, as presented in Attachment A. This paradigm allocates dedicated time each week for strategic initiatives beyond day-to-day operations, creating a framework that sets clear priorities and fosters systemic improvement. Although these time allocations may evolve based on an initial evaluation of the City, the principle remains: investing time today paves the way for efficient progress tomorrow.

B. Specifically:

- **First 30 days:** My focus during this initial phase is on conducting a comprehensive evaluation of the City's legal affairs and governmental culture. Employing Einstein's wisdom, I will spend a significant portion of this period assessing the intricacies of existing challenges before devising solutions. I will engage with governing body members, department heads, staff, community leaders, and various stakeholders. While continuing with day-to-day operations, I will immerse myself in understanding the dynamics of the City to accelerate my learning curve. Commence development of Department Business Plan, Communications Plan, Intra and Inter Department Training Plan, and Emergency Plan.

- **First 6 months:** The subsequent half-year will entail an in-depth, bottom-up analysis of all policies, procedures, rules, regulations, ordinances, and the City Charter. My primary focus will be identifying outdated, incorrect, or legally precarious aspects that warrant attention and recommendations for enhancement. Implementation of a quality management system, using the National Institute of Standards and Technology *Baldridge Excellence Framework 2023-2024.* See Attachment B, City Attorney Core Values and concepts, which is the foundation of the excellence framework. Implementation of routine Root Cause Analysis (RCA) for all issues brought before the City Attorney's Office.

- **First year:** Building on the foundation established in the previous phases, the first year will involve an exhaustive review and refinement of all policies, procedures, rules, regulations, ordinances, and the City Charter. This comprehensive assessment aims to streamline and strengthen the legal components of these aspects, providing actionable recommendations for improvement.

Additionally, within the first year, I plan to harness the progression of City litigation to conduct litigation-focused group surveys and research. This approach will yield data that complements policy discussions, offering the Commission valuable insights into public concerns as they relate to ongoing litigation and broader public policy considerations.

My approach blends immediate evaluation, systematic improvement, and continuous data collection to ensure effective governance and strategic decision-making that aligns with the City's best interests.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

Over the years, I have engaged in numerous instances involving the assessment of organizational, workflow, and performance matters for both public and private entities. These experiences have provided me with valuable insights into identifying areas that require change to optimize efficiency and effectiveness. My background has equipped me to adeptly analyze and address issues, fostering positive transformations within various organizational contexts.

Organization Diagnosis, Design, and Transformation based on design thinking principles and the *Baldrige Excellence Framework* are the primary methodologies used. In terms of workflows, I use the *Workflow Designer* program as part of process analysis and design.

I have designed a City Attorney Core Competencies Model, as presented in attachment C. This provides a framework for analyzing position of City Attorney and City legal operations.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence?

Throughout my career, I have engaged extensively with intergovernmental entities across different levels. This experience has allowed me to establish effective collaborations while upholding the independence integral to my role as City Attorney. Working alongside the City Manager and various sections of the City government involves a multifaceted approach:

1. **Open Communication:** I prioritize transparent communication by regularly engaging

with the City Manager and relevant departments. This ensures that legal considerations are seamlessly integrated into decision-making processes, minimizing potential conflicts and promoting a harmonious working dynamic.

2. **Impartial Legal Counsel:** As the City Attorney, my foremost responsibility is to provide impartial legal counsel and guidance. This requires presenting legal perspectives objectively, even if they diverge from the preferences of other departments. By delivering clear and comprehensive legal advice, I enable well-informed decisions while maintaining my professional independence.
3. **Collaborative Partnership:** Rather than isolating myself, I embrace a collaborative partnership approach. This involves closely collaborating with the City Manager and other sections to comprehend their objectives and challenges. By aligning legal insights with the broader City goals, I facilitate consensus-building and cooperative problem-solving.
4. **Policy and Procedure Review:** I proactively engage in comprehensive reviews of proposed policies and procedures, ensuring legal compliance and minimizing potential risks. This proactive involvement allows me to address legal concerns at an early stage, cultivating a proactive prevention-oriented environment.
5. **Ethical Commitment:** Upholding ethical standards is central to my approach. This commitment extends to interactions with intergovernmental entities. While fostering collaboration and guidance, I remain steadfast in offering unbiased legal opinions, even if they challenge specific decisions.
6. **Conflict Resolution:** In instances of differing viewpoints, I excel in facilitating constructive dialogues to find common ground. This contributes to smoother interactions and fosters an atmosphere of mutual respect and cooperation.
7. **Professional Autonomy:** My role is characterized by professional autonomy, ensuring that my legal opinions are grounded in the law, safeguarding the City's interests and reputation while contributing to balanced decision-making processes.

In conclusion, my extensive experience in collaborating with intergovernmental entities has equipped me with the expertise to foster effective partnerships while preserving the independence integral to my role as City Attorney. By championing open communication, delivering impartial legal counsel, and embracing a collaborative partnership approach, I am committed to seamlessly integrating legal considerations into the City's governance while ensuring my independence remains steadfast. Trust-building with both City staff and the community is pivotal to maintaining this independence, and I am dedicated to cultivating these relationships.

11. Tell us how you communicate with your governing body and its individual members.

The foundation of effective communication with the governing body and its members is the establishment of intimate professional relationships. While addressing communication methods is important, it's crucial to prioritize building personal connections with each governing body member as a prerequisite for true communication and trust-building.

I believe that fostering deep relationships with governing body members is essential for productive communication. I liken this approach to the relationship individuals have with their spiritual leaders. In the realm of public policy, I perceive my role with each governing body member akin to that of a debate coach. My guidance is based on their individual political agendas. I offer information and advice impartially to members regardless of their stance on an issue. Similar to a debate coach, my aim is to bring out the best in each member. Their responsibility is to articulate their perspectives and collaboratively build a consensus on legislative action within the Commission.

My communication approach entails meeting with each governing body member before every meeting. During these discussions, we review the meeting agenda, address non-agenda concerns that might arise, anticipate public inquiries, and address questions. This pre-meeting interaction allows for thorough preparation, exploration of options, and solution development in a reflective setting, free from the pressures of a live meeting.

Understanding the preferred learning style of each governing body member is vital. I ascertain whether they are readers or visual learners. This helps tailor the information dissemination process to their preferences. I typically structure my formal analysis in tiers, beginning with an executive summary, followed by a moderated discussion, and supported by detailed materials. This tiered approach enables each member to engage with the content at a level that suits them best.

In essence, my communication strategy is rooted in building intimate professional relationships, ensuring a well-prepared pre-meeting discussion, and delivering information in a format that accommodates each governing body member's learning style and preferences. This approach is aimed at enhancing collaboration, understanding, and productive decision-making within the Commission.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

Upholding the rule of law and preserving our town's legal integrity as a Charter Officer is paramount. In instances where Commissioners express interest in actions that I deem potentially unlawful, I approach the situation with professionalism, respect, and a commitment to the well-being of our community.

My strategy in such situations encompasses the following steps:

1. **Clear Legal Explanation:** I initiate by offering a comprehensive explanation of the legal aspects that render the proposed actions questionable or potentially unlawful. This includes referencing relevant laws, regulations, and legal precedents to provide a comprehensive understanding of the legal framework and associated risks.
2. **Private Consultation:** I advocate a private consultation with Commissioners to delve deeper into my concerns. This approach fosters open dialogue and facilitates a candid exchange of information, avoiding public confrontation while addressing concerns.
3. **Presenting Alternatives:** As a problem solver, I suggest alternative courses of action that align with legal boundaries yet cater to the Commissioners' objectives. By presenting viable options, I illustrate my commitment to collaboration within legal confines.
4. **Thorough Research:** If disagreement persists, I conduct additional research and analysis to substantiate my legal stance. This may involve consulting legal experts, examining case law, and seeking advice from pertinent legal resources to validate my position.
5. **Public Discussion:** If a resolution remains elusive, I recommend addressing the matter in a public Commission meeting. Discussing the legal considerations and potential implications openly encourages transparency and community input, enabling Commissioners to reconsider based on public feedback.
6. **Confidential Legal Opinion:** If warranted, I can offer a confidential oral legal opinion to each Commissioner outlining potential legal risks tied to their proposed actions. This document acts as a resource for informed decision-making within legal boundaries.
7. **Respectful Advocacy:** My approach remains respectful and cooperative throughout the

process. I advocate for the rule of law and potential legal amendments while acknowledging Commissioners' intentions. This fosters a professional environment of open communication.

8. **Ethical Duty:** My foremost obligation as City Attorney is to provide impartial legal guidance, even when it contrasts with elected Commissioners' wishes. If all attempts to address the situation within the law are exhausted and Commissioners persist with potentially unlawful actions, I would take necessary steps to uphold the law, including advising against or abstaining from implementation, or challenging the law itself to ensure the integrity of Commission actions.

In summary, my approach entails transparent communication, thorough research, and upholding the law to handle situations where Commissioners seek actions I consider potentially unlawful. While I explore alternatives, my ultimate objective remains preserving the legal integrity of our community's governance, while collaborating with elected officials.

However, it's important to note that my initial legal assessment may not be the final word on what is lawful. The law is dynamic, and I am committed to finding ways to bend or change it to meet the Commission's objectives while considering the legal, political, and financial implications. I adhere to a guiding principle: "But.... is it right?" If an action is morally and ethically right and aligns with your goals, I will provide the courage to defend it, even if some may perceive it as "unlawful." Historical examples, like challenging segregation in schools, remind us that the law can evolve to reflect justice and morality. My commitment is to guide you on a path that is both lawful and right.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

Addressing questions of law in the context of public safety while accommodating the viewpoints of a diverse community and Commission requires a comprehensive and inclusive approach. I would implement the following strategies to ensure fair and informed decision-making:

1. **Open Dialogue and Active Listening:** Recognizing the multitude of perspectives within a diverse community, I would prioritize open dialogue and actively listen to the concerns of community members and the Commission. Engaging in meaningful conversations allows me to gain insights into the unique viewpoints held by different groups.
2. **Cultural Sensitivity and Education:** To promote understanding, I would emphasize cultural sensitivity and education. By providing accurate and comprehensive information about the legal issues and their potential impact on public safety, I can facilitate informed discussions that respect the cultural and economic diversities present.
3. **Collaborative Problem-Solving:** Creating spaces for collaborative problem-solving is essential. I would convene discussions involving representatives from diverse backgrounds to collectively explore solutions. These engagements could take the form of community forums, workshops, and advisory panels, fostering a holistic perspective that embraces the needs of all segments of the population.
4. **Transparency and Legal Education:** Ensuring transparency by explaining the legal framework and limitations surrounding the issues is key. By organizing public forums, workshops, and providing accessible materials, I can ensure that everyone has access to the same legal information. This transparency dispels misunderstandings and promotes an informed public discourse.
5. **Tailored Policies:** Recognizing that a one-size-fits-all approach is insufficient, I would advocate for policies that can be customized to address the distinct needs of different

neighborhoods within the city. This approach respects the unique concerns of various ethnic and economic groups.

6. **Mediation and Conflict Resolution:** In cases of significant disagreement, exploring mediation and conflict resolution mechanisms can be beneficial. These structured processes provide a platform to address disputes and seek middle ground, fostering a sense of unity among the diverse community.
7. **Consistency and Fairness:** Prioritizing consistency and fairness in law enforcement and policy implementation is crucial. Upholding these principles helps address concerns related to bias and unequal treatment, promoting a sense of equity and justice for all.

In conclusion, my strategy for handling questions of law related to public safety within a diverse community involves open communication, cultural understanding, transparency, and collaborative problem-solving. By valuing and considering the input of all community members and the Commission, I aim to make well-informed decisions that respect the diverse perspectives present within our city. Additionally, I believe in the importance of conducting personal reconnaissance on the ground to ascertain the ground truth, identify cognitive biases, and develop options that lead to a harmonious community consensus.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

See attached opinion Attachment D.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

Yes.

19. Are you currently employed?

Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

No.

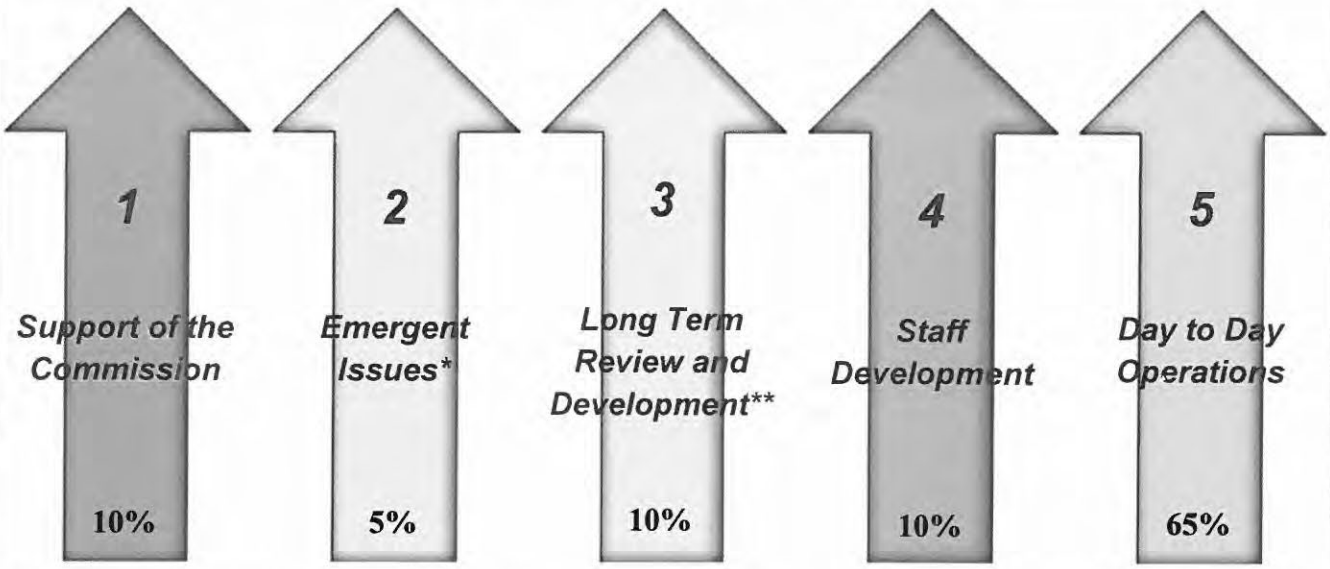
22. What are your compensation expectations?

My compensation expectations are flexible, and can be explored in greater detail during the interview process. I've taken the time to review the terms of the last three City Attorney contracts as well as the budget allocated for the City Attorney role. This research leads me to believe that we can find a mutually agreeable compensation package that aligns with both my experience and the City's resources.

###

ATTACHMENT A

City Attorney
Prioritized Leadership Focal Points (LFP)



* *Includes: Development of contingency and crisis action planning protocols.*
** *Includes: Charter, ordinance, and policy review; trust building, and innovation, quality management system, strategic planning and policy and procedure development.*

Notes: Arrow numbers indicate priority.
Percentages are budgeted time allocations.
Time allocations subject to organizational ground conditions.

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ATTACHMENT B

John J. Anastasio, Esq.

CITY ATTORNEY CORE VALUES AND CONCEPTS

(Adapted from the Baldrige Excellence Framework® National Institute of Standards and Technology (NIST) United States Department of Commerce)

Customer Focused Excellence

The City Attorney's customers/stakeholders (elected officials, City administration and employees, citizens, vendors, the courts, our adversaries, applicants, and the media) are the ultimate judges of performance and the quality of services. The City Attorney must consider all service features and characteristics, all modes of customer access and support, and all organizational values and behaviors that contribute value to customers.

Systems Perspective

A systems perspective means, managing all the components of the City Attorney Office, as a unified whole to achieve our mission, ongoing success, and performance excellence. Workflow processes are the energy that drives this engine. Law, logic, and compassion, keep that engine on track.

Visionary Leadership

The City Attorney, with their staff, should set a vision for the organization, create a customer focus, demonstrate clear and visible organizational values and ethics, and set high expectations for the workforce. It is the creation of a culture to outlast any one person.

Valuing People

The City Attorney Office's success depends on an engaged workforce that benefits from meaningful work, clear organizational direction, intelligent team structure, the opportunity to learn, and accountability for performance.

Agility and Resilience

Success in today's ever-changing, globally competitive environment demands agility and organizational resilience. Agility requires a capacity for rapid change and for flex-ibility in operations. Organizational resilience is the ability to anticipate, prepare for, and recover from disasters, emergencies, and other disruptions, and—when disruptions occur—to protect and enhance workforce and customer engagement, supply-network and financial performance, organizational productivity, City development and community well-being

Organizational Learning

Organizational learning includes continuous improvement of existing approaches; the adoption of innovations, best practices as a starting point; and significant, discontinuous change or innovation, leading to new goals, approaches, and services. The City Attorney Office has a special knowledge management role, to insure horizontal (Citywide) learning, as a Center for Lessons Learned in the realm of legal affairs, which preserves that knowledge regardless of the change in City Attorney or office personnel.

Focus on Success and Innovation

Ensuring City Attorney Office's success now and in the future requires understanding of, and forecasting, the short and longer-term factors that affect the Office the City, and its environment. It also requires the ability to drive organizational innovation.

Management by Fact

Management by fact requires an unbiased measuring and analyzing of evidence, of the City Attorney Office s performance, both inside the organization and in the competitive environment of other.

Societal Contributions

The City Attorney should stress contributions to the public and the consideration of societal well-being and benefit. The City Attorney should be a role model for the Office, the City its workforce, and citizens, in the protection of public health, safety, and the environment.

Ethics and Transparency

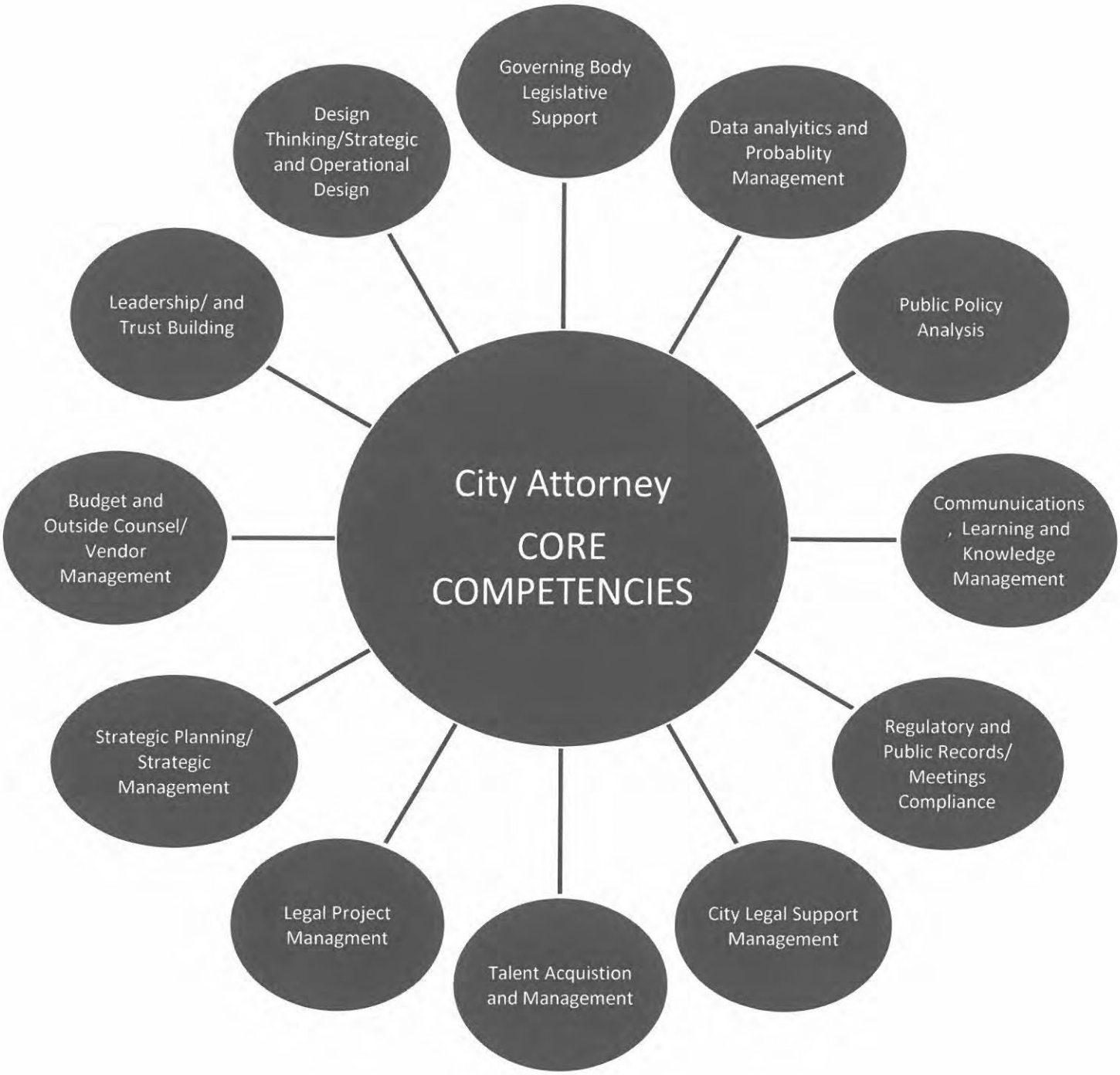
The City Attorney Office should stress ethical behavior in all stakeholder transactions and interactions. The City Attorney Office should be role models of ethical behavior, and make their expectations of stakeholder behavior very clear. This includes the important considerations of diversity, equity, and inclusion.

Delivering Value and Results

By delivering and balancing value for key stakeholders, the City Attorney builds trust and loyalty, contributes to growing the economy, and contributes to society. To meet the sometimes conflicting and changing aims that balancing value requires, the City Attorney's organizational strategy, should explicitly include key stakeholder requirements.

ATTACHMENT C

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ATTACHMENT D

This electronic document is ADA compliant.

Legal Review Humane Society Contract

TABLE OF CONTENTS

		Page
1.	Introduction	2
1.	Executive Summary	3
2.	Recommendations	4
3.	Discussion	5

TAB 1	Draft of contract
TAB 2	1987 Lease
TAB 3	HSSLC Form 990 (Return of Organization Exempt from Income Tax) 2000 to 2015

1. Introduction

This is an informal review of the draft contract dated August 20, 2018, between the Humane Society of Saint Lucie County (HSSLC) and the City of Fort Pierce (City) TAB 1, and the 1987 lease agreement TAB 2.

This review is limited in two respects: financial and service delivery conditions.

Financial data for review is limited. A review of the HSSLC IRS Form 990 (Return of organization Exempt from Income Tax) was limited to 2001 through 2015 TAB 3. The Form 990 was unavailable for the years 2016 and 2017.

Conditions at the shelter are currently under investigation by Saint Lucie County. An inquiry was made to Saint Lucie County Communications Division Director Erick Gill. Mr. Gill indicated that report was not yet complete.

EXECUTIVE SUMMARY

1. The contract fails to provide language required in all public contracts by the Public Records Law. The contract's document retention period by the HSSLC fails to comply with the Public Records Law This renders the agreement both subject to attack, and may expose the City Commissioners to sanctions for violations of the Public Records Law. Contract language changes required.

2. The contract insurance provisions allow for coverage gaps, and does not specify what specific endorsements to the policy are required, deductibles, and insurance carrier rating, claim and cancellation notices. Contract language changes required.

3. Concern about the financial responsibility of the HSSLC, appears to have some basis, based upon available HSSLC tax returns. Place HSSLC on a month to month contract pending financial review. Negotiate placement of a city representative on HSSLC Board of Directors. Contract language changes required. A month to month contract and payment for services should continue until the HSSLC financial picture is clearer.

5. The quality of performance (treatment of animals) consideration is awaiting the County's report on conditions. A month to month contract and payment for services should continue until the HSSLC shelter conditions are clarified.

6. The contract fails to provide procedures in the event of termination, to provide a smooth transition from the HSSLC to the city or successor provider for the City.

RECOMMENDATIONS

1. Public Records.

To comply with Florida statutes, the required language concerning access to public records held by third parties, should be added to the contract. Records retention time should be changed from 3 years to a minimum of 5 years.

2. Insurance.

Paragraph 14.A. of the contract provides for 30 days notice of cancellation or non-renewal of insurance. And, paragraph 16 provides that notices are to be in writing. These requirements should be stated in terms of the specific protective endorsements to be used.

3. Financial Responsibility.

If this concern is validated, then paragraph 8 of the agreement should have monthly reporting (under oath) and payment made on a monthly basis, rather than a quarterly basis. In the interim, the contract should be continued and paid on a monthly basis.

4. Shelter conditions.

If this concern is validated, the interim, the contract should be continued and paid on a monthly basis.

5. Future planning.

Other than a 30-day termination clause in paragraph 15, the contract is silent as procedures on termination. Procedures for the City to take over HSSLC operations in the event of termination should be outlined in the contract.

DISCUSSION

1. Public Records.

On July 1, 2016, Florida statutes now require specific wording for all public contracts concerning public records.

A. Required contract provisions.

Section 119.0701(a) Florida Statutes provides that:

> Contract requirements. — In addition to other contract requirements provided by law, each public agency contract for services entered into or amended on or after July 1, 2016, must include:
>
> (a) The following statement, in substantially the following form, identifying the contact information of the public agency's custodian of public records in at least 14-point boldfaced type:
>
> **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (telephone number, e-mail address, and mailing address).**

Section 119.0701(b) Florida Statutes further requires in each contract:

> A provision that requires the contractor to comply with public records laws, specifically to:
>
> 1. Keep and maintain public records required by the public agency to perform the service.
>
> 2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.

3. Ensure 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 contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency. [Emphasis added.]

NONE of these provisions required by the Public Records Law are in the HSSLC contract. Failure to comply with Chapter 119, exposes the City penalties for non-compliance under Section 119.07(1) Florida Statutes. You are not being protected from unknowingly violating Florida law.

B. Records retention.

Any records generated as the result of City expenditures or a contract are public records.

Florida Administrative Code section 1B-24.003 establishes record retention schedules. These retention schedules were established for each category of public agency, and detail the retention period for each type of public record.

The applicable retention schedule is *State of Florida General Records Schedule GS1-SL For State And Local Government Agencies*, Florida Department of State Division of Library and Information Services, February 19, 2015.

Two provisions in GS1-SL are relevant. They are found on page 11 of GS1-

SL and state:

DISBURSEMENT RECORDS: DETAIL **Item #340**

This series consists of records documenting specific expenditures or transfers of agency moneys for the procurement of commodities and services and other purposes. The series may include, but is not limited to, procurement records such as requisitions, requisition logs, purchase orders, contracts, purchasing card (p-card) receipts, vendor invoices, receiving reports, acceptances of contract deliverables, approvals, and related documentation; and expenditure records for disbursements made through checks, warrants, electronic fund transfers (EFT), purchasing cards, or other methods, such as payment vouchers, approvals, check registers, cancelled checks, check stubs, cancelled warrants, disbursement ledgers, journal transactions, expenditure detail reports, refund records, and other accounts payable and related documentation. Retention is based on Section 95.11(2), Florida Statutes, Statute of Limitations on contracts, obligations, or liabilities. See also "DISBURSEMENT RECORDS: SUMMARY," "PURCHASING RECORDS," and "TRAVEL RECORDS."
RETENTION: 5 fiscal years.

DISBURSEMENT RECORDS: SUMMARY **Item #341**

This series consists of records providing summary or aggregate documentation of expenditures or transfers of agency moneys for the procurement of commodities and services and other purposes. The series may include, but is not limited to, summary records such as trial balance reports, check logs and registers, summary expenditure reports, federal grant final closeout reports, summary journal transactions, and other accounts payable summary and related documentation. See also "DISBURSEMENT RECORDS: DETAIL."
RETENTION: 10 fiscal years.

Paragraph 12 of the contract provides that the HSSLC is to keep records for a period of **three years**. Detailed records are required under GS1-SL Item 341are to be kept for five years. Summaries records are required under GS1-SL Item 341are to be kept for **ten years.** The record retention period in paragraph 12 must be adjusted accordingly.

To fix these problem, recommended language is provided under TAB 3.

2. Insurance.

The contract insurance provisions under paragraph 14 of the contract, allows for potential coverage gaps, and does not specify what specific endorsements to the policy are required, deductibles, and insurance carrier rating. and cancellation notices. The contract addresses restrictive endorsements, but does not specify protective endorsements. Contract language changes required.

The contract requires insurance no less restrictive language than that found in the most recent standard Commercial General Liability Form (ISO Form CG 00 01). The latest version is the April 2013 version. (CG 00 01 13) The contract provides for the City to be as named insured by the use of a CG 20 10 endorsement. And, provides for 30 days' notice of cancellation to the City by mail.

The contract should specify use of a CG 02 05, which amends the cancellation provision. This allows for direct notice to the City as an additional insured. CG 00 01 **only** provides for the first named insured, the HSSLC to be notified. While the contract mentions this, specification of the exact form to be used as a standard should be indicated.

Further, use of the endorsement form CG 02 05 allows for notification for a period other than 30 days, to expand time for the city to take action, if the HSSLC's insurance lapses. This would further prevent a coverage gap due to a lapse.

The contract is silent as to the rating of the carrier. An example would be A.M. Best's Financial Strength Rating of A- Class VIII. Nor does it specify what deductible on the policy is acceptable to the City. These are important considerations in the purchase of an insurance product by HSSLC.

There is no indemnification provision in the contract. This would provide additional protection to the City.

Finally, there is no provision for the HSSLC to notify the city if a claim is filed. This is necessary for adequate monitoring of potential claims.

3. Financial Responsibility.

Partial financial data from HSSLC IRS Form 990 for 2000 through 2015

reveal the following information:

HSSLC GROSS AND NET REVENUES
(TAB Form 990)

	Total Revenue Form 990 line 12)	Revenue Less Expenses (Form 990 line 18)	Return Filing date
2015	1,226,889	-268,881	2017-08-14
2014	1,356,177	-278,779	2016-08-02
2013	1,913,611	176,530	2015-08-13
2012	1,644,520	204,575	2014-02-17
2011	2,730,915	1,321,945	2013-03-25
2010	1,545,643	48,703	2012-04-10
2009	1,297,942	-184,725	2011-02-02
2008	1,443,150	11,559	2010-04-14
2007	1,609,413	136,456	2009-01-29
2006	1,422,287	53,450	2008-02-25
2005	1,414,376	29,106	2007-03-16
2004	1,110,458	54,676	2006-02-10
2003	Not available	Not available	Not available
2002	735,819	-176,551	2004-02-06
2001	1,027,156	217,549	2003-02-06
2001	650,190	-77,102	2002-01-02

Form 990 for 2016 and 2017 were not available online for review.

The form 990s reflect that for the 16-year period above, six of those years the HSSLC appears to have operated in the red.

This gives cause to review the Form 990s for 2016, 2017 and a 2018 year to date financial statement, prior to entering into the contract.

At the April 2018 BHSSLC Board of director meeting, the HSSLC set the laudable goal to have it's shelters as "no kill" shelters. This will correspondingly increase costs over time. This factor should be considered when evaluating future financial viability of the HSSLC, as well as future payments from the City to the HSSLC.

Because services must continue, the contract should be on a month to month basis, with financial records and payment on a monthly basis. Consideration to be given to requiring a City representative (either City staff or a City volunteer), on the HSSLC Board of Directors to more closely monitor operations.

4. Shelter conditions.

An inquiry to Saint Lucie County Communications Division Director Erick Gill revealed that the County Board of Commissioners is awaiting a report on shelter conditions. Investigation by the city of shelter conditions should await the County's report, to determine if further investigation is required.

The County has continued its contract with the HSSLC on a monthly basis. Prudence dictates the City follow a month to month contract until the situation is clarified.

5. Future planning.

Other than a 30-day termination clause in paragraph 15, the contract is silent as procedures on termination. Procedures for the City to take over HSSLC operations in the event of termination should be outlined in the contract.

While the 2016 Public-private partnerships stautue, Section 255.065 Florida Statutes does not currently apply to existing relationships, the principles embodied in that section should be given consideration in future contracts.

###

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

JOHN ANASTASIO, III

REFERENCES INCLUDE:
Circuit Court Judge (Florida) - Professional Colleague
Private Attorney (Stuart, FL) – Professional Colleague
Private Attorney (Hollywood, FL – Professional Colleague

PROFESSIONAL STRENGTHS:
Highly Intelligent
Leadership skills
A creative problem solver
Research driven and detail focused.
Continuous learner
Self-improvement - a continuous learner

PERSONALITY:
Hard working
Professionally dedicated.
Speaks his mind (assertive but sensitive)
Good sense of humor
Skilled at diffusing contentious situations

INTERPERSONAL CHARACTERISTICS:
Articulate
Clear verbal and written communicator

MANAGEMENT:
Team leadership style
Seeks and welcomes input.
Provides clear direction.
Delegates effectively
Retains staff for long periods and is highly respected by them.

John Anastasio

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

RHONDA MONTOYA HASAN

PERSONAL

Address: NA

Contact: [redacted]

EDUCATION

Juris Doctor
University of Miami School of Law, Coral Gables, Florida

Bachelor of Arts, in History and Religion
Duke University, Durham, North Carolina

SUMMARY OF RELATED EXPERIENCE

2014 - Present	CITY OF FORT LAUDERDALE, FLORIDA Population 181,668
	Assistant City Attorney
1997 - 2014	CITY OF MIAMI BEACH, FLORIDA Population 82,890
	First Assistant City Attorney, City Attorney's Office
2003 - 2013	ST. THOMAS UNIVERSITY SCHOOL OF LAW Miami, Florida
	Part-time Instructor
1990 - 1993	ADMINISTRATIVE OFFICE OF THE COURTS, ELEVENTH JUDICIAL CIRCUIT, MIAMI, FLORIDA
	Judicial Clerkship
1986 - 1987	PRESTON,THORGRIMSON, ELLIS & HOLMAN Washington, DC
	Administrative Assistant
1985	U.S. DEPARTMENT OF STATE Washington, DC
	Intern

Good morning Mr. Slavin.

Attached please find my resume in consideration for the City Attorney position. As you can see from the attached, I have a long history in government and have virtually touched upon every aspect of law that comprises a governmental attorney practice. I also would note that I was offered the City Attorney position for the City of Margate in 2018 but opted to stay here at Fort Lauderdale. For me, I am looking for the right opportunity and feel that the unsettling posture of our office currently is not a good fit for me any longer.

I would be pleased to discuss my credential with you in greater detail as well as with the City Commission. I am confident that I could be an asset to Fort Pierce.

I look forward to hearing from you.

Best regards,

Rhonda Montoya Hasan
Attorney at Law

RHONDA MONTOYA HASAN, ESQ.

[redacted]

BAR ADMISSION

The Florida Bar, admitted 1990.
U.S. District Court, Southern District, admitted 1993.

EDUCATION

University of Miami School of Law, Coral Gables, FL
Juris Doctor, *cum laude*
Research and Writing Editor, Executive Board Member, Entertainment & Sports Law Review; Author, *The Battle in Both Courts, NCAA v. Tarkanian*, Ent. & Sports L.Rev. (Spring 1990).

Duke University, Durham, NC
Bachelor of Arts, in History and Religion
Sports Producer, Cable 13, Duke Video Yearbook; Reporter, The Chronicle; Managing Editor, Teacher-Course Evaluation Book

EXPERIENCE

City Attorney's Office, Fort Lauderdale, FL
Assistant City Attorney, 2014 – Present
Administrative Law: Coordinate and handle Building, Fire and Code Compliance enforcement matters; present cases before various City and County Administrative boards, including Special Magistrate, Code Enforcement Board, Unsafe Structure Board, and Broward County Board of Rules and Appeals. Currently staff attorney to the Board of Adjustment. Handle all appeals from administrative bodies.

Litigation: Perform all aspects of litigation, including taking and defending depositions and witness preparation, write and argue motions in County and Circuit Court; managed own case load for foreclosure defense and personal injury matters; defend against as well as bring actions for injunctive relief.

General: Prepare resolutions, draft multiple ordinances; review commission memoranda, review development agreements; draft contracts; interlocal agreements; review Public Works task orders and change orders; handle issues on utility billing, procurement, public works operational issues, public works construction issues; review and approve City Attorney office bills; review all Fire Department policies and procedures for accreditation process; review hold harmless agreements; review software and licensing agreements for all departments; review memoranda of understanding with various outside government agencies; provide general daily support to all divisions of Public Works (Fleet, Sanitation, Sustainability, Engineering and Utilities), Code Compliance, Building, Fire, Information Technology and Utility Billing; liaison for the Infrastructure Task Force, Consent Order Progress Committee and Solid Waste Working Group.

City Attorney's Office, Miami Beach, FL
First Assistant City Attorney, 1997 – 2014
Commercial and Construction Litigation: Performed all aspects of litigation, including taking and defending depositions and witness preparation; researched, wrote and argued motions in County

and Circuit Court; managed own case load; prepared appellate briefs and presented oral arguments before the 11th Circuit Court of Appeals and the Third District Court of Appeals; defended against actions for injunctive relief; negotiated settlements at numerous mediations; assisted in compliance with development agreements.

Capital Improvement Projects Office: provided general daily legal, pre-litigation support for all City projects as requested; negotiated with bonding companies; prepared settlement agreements; prepared default and termination notices; evaluated construction, delay and equitable adjustment claims; handled all litigation of City projects; co-managed large cases with outside counsel; reviewed and approved outside counsel bills; selected and coordinated with trial experts; prepared licensing and hold harmless agreements.

Legal Advisor, Building and Fire Departments: Coordinated and handled Building, Fire and Parking Departments enforcement matters; presented cases before various City, County and State Administrative boards, including Special Master, Miami-Dade County Unsafe Structures Board, Miami-Dade County Board of Rules and Appeals, Miami-Dade County Fire Prevention and Safety Appeals Board, Florida Building Commission, Florida Construction Trades Qualifying Board and Florida Electrical Contractors' Licensing Board; conducted training of regulatory departments' inspectors; participated in meetings with homeowners, developers, contractors and design professionals to assist regulatory departments in resolving code issues; opined on HIPAA issues; prepared formal legal opinions; reviewed resolutions and proposed City Code changes.

Labor and Personnel Issues: defended administrative appeals of employee discipline action; prepared and cross examined witnesses, prepared and executed opening and closing statements.

Personal Injury: handled all aspects of personal injury cases, including taking depositions, preparing and answering discovery; evaluated medical records and IME's; consulted with Risk Management to evaluate value of cases; participated in mediations; drafted settlement agreements and releases.

Member of final interview panel for selection of the City's current Risk Manager and Fire Chief, 2013.

Reviewed public records requests, coordinated multi-department responses and provided formal response to requestors.

St. Thomas University School of Law, Miami, FL
Instructor, 2003 - 2013
Part time instructor for Legal Research and Writing; Advanced Legal Writing; Appellate Advocacy.

Administrative Office of the Courts, Eleventh Judicial Circuit, Miami, Florida, Miami, FL
Judicial Clerkship, 1990 – 1993

Preston, Thorgrimson, Ellis & Holman, Washington, DC
Administrative Assistant, 1986 – 1987

U.S. Department of State, Washington, DC
Intern, Summer 1985
Top secret security clearance.

COMMUNITY LEADERSHIP AND HONORS

Named a Top Government Attorney, *South Florida Legal Guide,* 2012 ed.

Member, Florida Elevator Safety Technical Advisory Committee, 2014-2016.

Member, Florida Bar Grievance Committee, 11th Judicial Circuit, February 2000-2003; Chairman, 2002-2003.

CLE Lecturer on Building Codes and National and Local Speaker on Nightclub Overcrowding.

Member, State Fire Code Technical Advisory Committee, 1999 to 2001.

Leadership Miami, Greater Miami Chamber of Commerce, 1991-1992.

Member, Leadership 2000, 1995 - 1998.

Coordinator for the City of Miami Beach, International Municipal Lawyer's Association Annual Conference, 1998.

President, Duke Alumni Club of Miami/Ft. Lauderdale, 1988-1994; Board of Directors and Young Alumni Coordinator, March 1994-1998. Member, Duke South Florida Development Council, January 1994-1997; Duke Alumni Interviewing Committee, 1994 to present.

Member, University of Miami Alumni Board, 1993-1995.

Member, Board of Directors, UNIDAD/Miami Beach Hispanic Community Center, August 1997-2001.

Fundraising Advisor, Hispanic Law Enforcement Association of Miami Beach, Inc., April 1997-2000.

Graduate and Class Commander, City of Miami, Citizen's Police Academy, 1998.

Member, Board of Directors and Treasurer, 2012 -2015, Davie Country Estates Homeowners' Association; past Vice-President and President, January 2004 to 2012.

Member, Architecture Review Committee, Imagination Farms Homeowners' Association, 2018 to present.

[redacted]

Vice-Chairman of Events Programming, Historical Museum of South Florida (Tropees), 1996 - 1999; Member, Board of Directors, 1994 - 1999; Chairman and Founder, Historic Pursuit Fundraiser, 1995-1998, nationally recognized in December 1998 edition of *Harper's Bazaar* as one of the top fundraising events in Miami.

Delegate, 1995 Florida Democratic Party State Convention.

Member, Dade County Democratic Executive Committee, 1996 - 2000.

Coach, NCAA Goya/Pharmed Men's Summer Basketball League, Miami, Florida, 1988-1998.

REFERENCES

Available upon request.

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

RHONDA HASAN

REFERENCES INCLUDE:
City of Fort Lauderdale Assistant City Attorney – Professional Colleague
City of Miami Beach Deputy City Attorney – Professional Colleague
City of Fort Lauderdale Assistant City Attorney – Former Professional Colleague and Subordinate

PROFESSIONAL STRENGTHS:
Wide breadth of professional knowledge with particular depth in code compliance, capital improvement, and regulatory matters
Well-rounded experience and talent
Leadership
Management
Solution focused - Skilled at getting to "yes."
Multi-tasking
A true team player

PERSONALITY:
Collaborative
Open
Easy to work with

INTERPERSONAL CHARACTERISTICS:
Diligent
Keep everyone in the loop and updated.
A skilled and effective communicator

MANAGEMENT:
Leads by example.
Accessible and open
Mentors her staff
Staff development
Project leadership

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Rhonda Montoya Hasan

Home Address: [redacted]

Home/Work/Cell phone numbers: [redacted] 954-828-5039 (office)

E-mail address: [redacted]

---

1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans? I am looking for a city that provides a good opportunity for me. I have been offered a position as a City Attorney in 2018 but ultimately, did not feel that it was the best place for me. While I am happy in my current position, it is a good time for me in my career and life to move on and take the next step that I have been ready for some time to achieve. As you can see from my resume, I do not jump around at different jobs. I am looking for a good fit to stay for a while; it's not a stepping stone to somewhere else.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed? 4 employees; I have never managed a budget. I do review and approve all of the bills for the City Attorney's office.

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current? Various intergovernmental associations and continuing legal education seminars that are held throughout the state for government attorneys. I also receive and participate in a government attorney e-mail service where government attorneys all over the state ask questions and share information pertinent to municipal and county government.

4. Describe your leadership and management style with your employees. I feel that I am a hands off manager/leader who is about collaboration and teamwork to get the job done and to provide the best legal advice to the client.

5. Have you ever worked directly for a policy making body? Yes, regularly over the past 26 years.

6. Are you a member in good standing of the Florida Bar? Yes

7. Describe your workload tolerance.... what type of office hours do you typically keep? I am not sure what "tolerance" means. I typically work 8:30 am to 5 but often work on projects, contracts, motions, briefs, etc at night and on weekends when necessary.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year? I think the first 30 days would be largely spent on getting to know the City's priorities, the expectations for the City Attorney's office and getting to know the Mayor and Commission and the City Manager and administration. I think that the first 6 months would additionally include evaluating the staff of the City Attorney's Office and the first year would be to provide excellent legal advice and service to the Mayor and

Commission and City Administration.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change? In working with many departments daily in two different South Florida cities for decades, I believe that I understand staffing and performance, and not just in the City Attorney's office in terms of delivering quality services as well as legal advice.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence? I have always worked collaboratively and closely with City Managers, Commissioners, other charter officers and department heads. At the end of the day, the City Attorney provides advice and does not establish policy. I would say that the independence comes into play when there are legal issues to determine as opposed to issues of policy or an administrative issue. For legal issues, for example, like in contracts, legal issues must be addressed by the City Attorney's office. Remaining issues can be negotiated and collaborated on to meet the expectations of the governing body and the Administration.

11. Tell us how you communicate with your governing body and its individual members. I attend meetings and briefings on occasion with the governing body and I also appear before the City Commission at its meetings when requested. E-mail is also available and used as well to communicate directly with the governing body.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful? The City Attorney's role is to advise, so I would advise that the action was unlawful.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission? I think the City Attorney needs to be mindful of all citizens in the community that he or she serves which includes learning, understanding and respecting different points of view and again working collaboratively with the governing body, city community leaders to be responsive and maintain an open dialogue on important issues.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain. No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain. No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance? No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies. Yes.

19. Are you currently employed? Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain. No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain. No.

22. What are your compensation expectations? Commensurate with normal City Attorney salaries in South Florida.

CITY OF

City Attorney's Office

MEMORANDUM

To: Cynthia A. Everett, City Attorney

From: Rhonda Montoya Hasan, Assistant City Attorney

Date: March 2, 2018

Re: Bond Validation Process

As outlined by bond counsel, I understand the following is the process, which is governed by Chapter 75, Florida Statutes:

Initially, before filing an action in circuit court, the City Commission must approve an engineer's report describing the improvements to be undertaken and the associated costs for said improvements. The City Commission must also approve the assessment methodology pursuant to which the storm water fees are to be imposed. Lastly, the City Commission must adopt a bond resolution pursuant to which bonds are to be issued.

Step two would be the preparation of the bond validation documents which include: the validation complaint, the form of answer of the State Attorney, the Acknowledgement of Service of the State Attorney, a Memorandum of Law regarding the scope of the bond validation proceedings, the Notice of an Order to Show Cause, a Joint Stipulation, a Form Final Judgment and a Certificate of No Appeal. These are the typical form documents used for the process.

The Validation Complaint is filed in Broward Circuit Court. Once a validation hearing date has been obtained from the assigned judge, the validation complaint and notice of an order to show cause is served on the Broward State Attorney. The Order to Show Cause must be published once a week for two consecutive weeks, with the first publication not less than 20 days before the validation hearing date.

Prior to the Validation Hearing, it is advised to meet with the State Attorney to explain the nature of the project and proposed financing. A determination needs to be made at that time if the State Attorney will perfunctorily defend or if the State Attorney has substantive issues which will be vigorously presented. If there is an agreement, enter into a Joint Stipulation with the State Attorney. Unless the State Attorney will be contesting the hearing or there are third-party intervenors who oppose the validation, only two (2) City witness are required to prove the elements of the Validation Complaint. A City official needs to testify about the project and the need for financing and the Assessment Methodology Consultant needs to testify to address the appropriateness and validity of the fee methodology. Other witnesses could include the City's Financial Advisor or City Auditor and an engineering expert.

By statute and well established case law, the validation proceedings are limited in scope to: 1. the determination of whether the City has the authority to incur the bonded obligation and levy and collect Special Assessments as security therefor; 2. whether the purpose of the bonds is legal; and 3.whether the proceedings authorizing the obligations were proper.

It should be noted that courts have consistently held that collateral issues such as advisability, location or fiscal integrity of the project(s) is beyond the scope of judicial review in validation proceedings.

Once the Validation Hearing has been conducted, the judge would execute the final judgment which would be filed with the Clerk of Court. If the hearing is uncontested, this usually occurs at the end of the Validation Hearing. Once it is filed with the Clerk, the appeal time starts to run. If no appeal is filed within 30 days after entry of the Final Judgment, a Certificate of No Appeal is obtained from the Clerk of Court.

I have attached a copy of Chapter 75, Florida Statutes for reference.

RMH:mi

Interoffice Memorandum

City Attorney's Office

To: Cynthia A. Everett, City Attorney

From: Rhonda Montoya Hasan, Assistant City Attorney

Date: June 30, 2017

Re: City Engineer

The City Manager is recommending the elimination of the position of City Engineer as head of the engineering division within the Public Works Department. Once the ordinance amendments were noticed, concerns were raised at Commission meetings and in e-mails by former employees who held the position of City Engineer. The legal issues raised by Peter Partington, PE, former City Engineer are discussed in this memorandum. The issues raised by Hector Castro, PE, former City Engineer echo those of Mr. Partington.

1. City Engineer will no longer be in responsible charge of the Engineering Division/Department and the Director of PWD is not a licensed professional engineer and therefore under Chapter 471, Florida Statutes, he cannot be responsible
2. The Engineering Division will need to be under the supervision of a licensed professional engineer

Generally, it is correct that a licensed professional engineer would be required to sign and seal design output of the City's engineering division under Chapter 471, Florida Statutes. As used in Florida Statutes Chapter 471, Florida Administrative Code 61G15-18.001(1) defines responsible charge as "that degree of control an engineer is required to maintain over engineering decisions made personally or by others over which the engineer exercises supervisory direction and control authority" or otherwise defined as the Engineer of Record as defined in subsection 61G15-30.002(1), F.A.C. The supervisory standards are also set forth in this section of the Florida Administrative Code and include personally making engineering decisions, reviewing and approving proposed decisions prior to their implementation and approving of standard engineering design details. The Engineer of Record may not delegate and must make engineering decisions which could create a danger to the health, safety and welfare of the public.[1] However, there is no

[1] 61G15-18.011(1)(b)1-4: selection of engineering alternatives to be investigated and comparison of alternatives; selection or development of design standards or methods and materials to be used; selection or development of techniques or methods of testing to be used in evaluating materials or completed works; and development and control of operating and maintenance procedures.

statutory requirement that the Director of PWD be a licensed professional engineer. The Assistant Director over the Engineering Division is a licensed professional engineer, as is the Deputy Director of PWD. It would appear that those two positions, as they current exist in the City's organizational chart would satisfy the requirements of responsible charge.

In addition, if a project's estimated cost is under $10,000, a licensed professional engineer is not required.[2] In addition, under §471.003(2)(b)2, municipal employees who are subordinates of a person in responsible charge licensed under Chapter 471, need not be licensed, as long as the supervisory standards meet the standards of the Board of Professional Engineers and again, both the Assistant Director over Engineering and the Deputy Director of PWD both fulfill those statutory requirements by being licensed professional engineers in the state of Florida.

3. Placing City Engineer Position at a lower grade sets up an inherent possible conflict between City Engineer and Management of DSD, specifically Chapter 61G15-19, Florida Administrative Code, especially #6L

Issues were also raised with regard to the possible conflicts between city engineer and management of DSD and the potential of a non-engineer overruling a City Engineer's professional judgment. Chapter 61G-15-19.001 addresses grounds for disciplinary procedures against the professional engineer. Subsection (6)(l) specifically states that an *engineer* can be subject to discipline if his engineering judgment is overruled by an unqualified lay authority. In essence, the City Engineer in making engineering decisions is autonomous in that regard. If a lay authority overrules the City Engineer, it is incumbent upon the *engineer* to inform the employer, and the responsible public authority of the possible circumstances. Similarly, there are other sections in Chapter 61G, such as subsection(6)(g) that require the engineer to only affix his/her seal to plans, specifications and/or drawings where he/she has personally prepared same or they have been prepared under his/her responsible supervision, direction and control. There is a companion provision under Fla. Stat. §471.033(1)(j).

4. Part of Engineering Division's design function is construction management of City projects and licensed professional engineers are bound by a code of ethics pursuant to Chapter 471, Florida Statutes and a City Engineer is more answerable to the City Manager and City Commission than an unlicensed director of PWD or a licensed engineer placed in charge of some part of engineering design or construction.

[2] Under §471.003(2)(b)1, a person is not required to be licensed for municipal projects where the total estimated cost of said project is $10,000 or less.

All design and constructions professionals, whether it is a licensed professional engineer, licensed architect or licensed general contractor are bound by a code of ethics respective to that particular professional license. Both Chapter 471, Florida Statutes, as well as 61G15-19.001, Florida Administrative Code govern any licensed professional engineer, not just a City Engineer. Licensed general contractors are governed by Chapter 489, Florida Statutes and Licensed architects are governed by Chapter 481, Florida Statutes. All are subject to discipline by their respective licensing boards should they not follow the code of ethics and/or other requirements of their respective licensure.

5. Section 2-125 is proposed to be eliminated which specifies that the Engineering Division shall prepare all plans and specifications for public improvement...and when the total cost exceeds $10,000. Any public improvement not designed under the responsible supervision of a licensed engineering will be subject to possible liability issues

As previously mentioned, the law does not require a licensed professional engineer if a municipal project's estimated cost is under $10,000 under Fla. Stat. §471.003(2)(b)1. Outside consultants, who are engineers, are mandated to adhere to the requirements in Florida Statutes, the Florida Administrative Code and the Florida Building Code in the preparation of plans and specifications for public improvements.

History of City of Fort Lauderdale City Engineers

Since 1997, four individuals have served as City Engineer. With the exception of Alex Scheffer and Jill Prizlee, City Engineers were a part of the Public Works Department.

From 3/23/97- 6/21/04, Hector Castro, PE, served as the City Engineer

From 11/21/04 – 3/16/12, Peter Partington, PE, served as the City Engineer

From 7/25/12 – 10/30/15, Hardeep Anand, PE, served as the City Engineer. He also served as a Deputy Directory from 10/14/12-5/26/13 and then Director until 10/30/15.

From 10/23/15 – 4/13/17, Alex Scheffer, PE, served as City Engineer. Prior to that time, he was the Urban Design Engineer.

From March 20, 2017 to present, Jill Prizlee, P.E. serves as temporary City Engineer. Prior to that time, she was a Senior Project Manager.

Other Jurisdictions

Several governmental jurisdictions were contacted to ascertain their respective organizational structure with regard to a City Engineer. In the City of Miami Beach, the position of City Engineer is a part of Public Works who answers to the Director of Public Works/Assistant City Manager (the individual holds a dual position). In the City of

Reference Summary

Hollywood, the position of City Engineer is part of the Sustainable Development Department, Development Services Division. The City Engineer heads the Engineering and Architectural Services – Transportation and Mobility, which is a subdivision of DSD. The other subdivisions are Building, Planning and Zoning, Parking and Community Development. In the City of Miramar, the position of City Engineer is part of Public Works.

Rhonda Hasan

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

SARA K. HEDGES

PERSONAL

Address: Not Provided

Contact: Phone: Not Provided
Email: [redacted]

EDUCATION

Juris Doctor *Cum Laude*
Mercer University Walter F. George School of Law - Macon, GA (2012)

Bachelor of Arts - Political Science *Summa Cum Laude*
Florida State University - Tallahassee, FL (2009)

SUMMARY OF RELATED EXPERIENCE

2021 - Present — CITY OF FORT PIERCE, FLORIDA
Population 47,927

- 2003 - Now — Interim City Attorney
- 2023 - Now — Senior Assistant City Attorney
- 2021 - 2023 — Assistant City Attorney

2012 - 2021 — STATE OF FLORIDA; 19TH JUDICIAL CIRCUIT

- Assistant State Attorney

August 12, 2023

Honorable Mayor and Members of the City Commission
c/o Mr. Robert E. Slavin
100 North US 1
Fort Pierce, FL 34950

Dear Mayor Hudson and Members of the City Commission:

Please allow this letter to serve as my formal application for the position of City Attorney for the City of Fort Pierce. It has been an honor and privilege to serve the City since 2021. Since joining the City Attorney's Office, I have served as the Assistant City Attorney, the Senior Assistant City Attorney, and as the current Interim City Attorney.

Prior to my employment with the City, I served as an Assistant State Attorney for the Nineteenth Judicial Circuit of Florida. This afforded me the opportunity to actually serve Fort Pierce long before my current employment. For approximately a decade, my sole practice as an attorney has been in Fort Pierce.

My experience in the City Attorney's Office affords me with the unique knowledge of how the Office runs and what is needed to continue to build upon the Office's successes, productivity, and efficiency. I look forward to all of the opportunities ahead for the growth, development, and prosperity of the City, its residents, and its businesses. I hope to continue to be a part of the bright future ahead for the Sunrise City by continuing to provide excellent legal service for years to come.

Sincerely,

/s/ Sara K. Hedges

SARA HEDGES

Esquire
Admitted to Florida Bar: September 2012

Juris Doctor

Mercer University,
Walter F. George School of Law
Graduated: 2012, *Cum Laude*
GPA: 88.742
Class Rank: 29/139

Bachelor of Science

Florida State University
Graduated: 2009, *Summa Cum Laude*
Political Science Major: 3.9 GPA
Sociology Major: 4.0 GPA

HONORS & ACTIVITIES

Mercer University

- Mercer Law Review Member (F2011-2012)
- Dean's List (F2010, S2011, F2011)
- Mock Trial Board of Mercer Advocacy Council (S2012)
  - National Trial Competition, Memphis Regional Participant
- Advanced Legal Research CALI Excellence for the Future Award (F2011)
- Intraschool Mock Trial Competition Participant (F2010, F2011)
- Association of Women Law Students (F2010 - S2012)
  - Outlining Seminar Panelist (F2011)

Florida State University

- President's List (F2006, S2006, F2008)
- Dean's List (F2005, S2006, S2007)
- National Society of Collegiate Scholars (2006-2009)
- Golden Key International Honour Society (2007-2009)
- Phi Alpha Delta Pre-Law Fraternity (2007-2009)
- Phi Kappa Phi Honor Society (2008-2009)

Community Activities

- Big Brothers Big Sisters Bowl for Kids' Sake
- Annual Charity Volleyball Tournament for Juvenile Diabetes

PROFESSIONAL EXPERIENCE

City Attorney's Office

City of Fort Pierce
Interim City Attorney: July 2023 - Present
Senior Assistant City Attorney: May 2023 - Present
Assistant City Attorney: December 2021 - May 2023

- Advise and Provide Legal Opinions to City Officials and Staff on Federal, State, and Local Laws
- Legal Areas of Practice Include: Public Record and Sunshine Laws, Civil Litigation, Finance, Real Estate, Engineering, Construction, Labor Relations, Planning and Zoning, Animal Control, Code Enforcement, Grants, Environmental Regulations, and Law Enforcement Matters
- Draft and Review Ordinances and Resolutions
- Draft and Review Contracts
- Represent the City in Special Magistrate Hearings
- Police Legal Advisor Responsibilities: Risk Protection Orders, Civil Forfeiture Litigation, and Training
- Civil Litigation Responsibilities: Drafting Complaints, Petitions, Answers, and Motions
- Legal Advisor to City Boards and Committees
- Conduct Open Government Trainings

State Attorney's Office

19th Judicial Circuit of Florida
Assistant State Attorney: October 2012 - December 2021

- Over 80 Jury Trials
- Felony Prosecutor of Offenses Including: Murder, Child Abuse, Burglary, Robbery, and DUI Manslaughter
- Responsibilities: Filing Decisions, Motion Practice, Plea Negotiations, Jury and Non-Jury Trials, Violations of Probation, and Appellate Proceedings

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Sara Hedges

Home Address:

Home/Work/Cell phone numbers: 772-467-3046

E-mail address:

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1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?

    a. I am proud to say I have been employed by the City of Fort Pierce since 2021. I have dedicated my career to public service and hope to continue to serve the public as the City Attorney.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?

    a. As the Interim City Attorney, I currently supervise three employees in the City Attorney's Office. The City Attorney's Office is currently staffed with myself and a paralegal, who reports directly to me. The Risk Management Department, consisting of two employees, also reports to the City Attorney. The current operating budget for the City Attorney's Office is approximately $800,000.00.

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?

    a. I have attended multiple continuing legal education (CLE) seminars while employed with the City Attorney's Office. This affords me the opportunity to stay current on any new legal developments. I have also worked to build contacts with other local government attorneys, to include those here on the Treasure Coast. I also receive list serve updates through associations for municipal attorneys and police legal advisers. As for those working in the City Attorney's Office, legal concepts are discussed as applicable to situations that arise. When relevant seminars, trainings, or certifications are available, employees are encouraged and permitted to attend to ensure the City of Fort Pierce has the best trained staff possible, while also being mindful of budgetary and policy restrictions.

4. Describe your leadership and management style with your employees.

    a. In a professional office, I believe employees should be assigned tasks commensurate with their abilities, while also working to improve their abilities and skills even further. I believe and expect the professionals in my office can be assigned a task and be able to execute that task, correctly and timely, without constant oversight. If an employee falls below the expectations and requirements of their position, such will be handled according to applicable rules and policies.

b. I believe it is my job as the leader to keep myself open for all questions, concerns, and ideas. I prefer a collaborative effort with my office. I see us as a team. I have encouraged my employees to come to me to discuss any questions, concerns, or ideas they have. I have kept and will continue to keep myself open to suggestions from within the office on how we can effectively and efficiently operate to represent the City of Fort Pierce. While the final say on how the office runs rests with me, I feel that the office runs more efficiently when everyone's ideas are heard, discussed, and considered.

5. Have you ever worked directly for a policy making body?

    a. Yes, with the City of Fort Pierce.

6. Are you a member in good standing of the Florida Bar?

    a. Yes, since 2012.

7. Describe your workload tolerance.... what type of office hours do you typically keep?

    a. As the Assistant City Attorney and as the Interim City Attorney, I have found the typical 8:00am to 5:00pm, Monday through Friday hours do not apply. Throughout my time with the City of Fort Pierce, I have worked early mornings, late evenings, nights, and weekends when the workload demands. I have made myself available at all hours of the day and night for any issues requiring my attention. I will continue to do so as the City Attorney.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?

    a. Within the first thirty days, I will seek to replace the Assistant City Attorney position so that the office can run at full staff. I will continue to evaluate the current flow and efficiency of the office. When I first became the Interim City Attorney, I met with my staff to discuss how the office currently runs, any suggestions for improvement they had, and minor changes I wanted implemented. As I have evaluated since taking over, I will continue to do so for any long-term changes needed to improve the office.

    b. Within the first six months, I would like to have the City Attorney's Office fully staffed and trained. I would seek to implement any policies needed to increase efficiency and effectiveness in the office, monitor those changes, and evaluate their viability.

    c. Within the first year, I would like to see the implementation of any policies determined to increase the efficiency and effectiveness of the office.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

    a. Since beginning with the City Attorney's Office, I have sought to identify areas in which this office and the City as whole could improve. The City Attorney's Office began using electronic Requests for Legal Services (RLS) under the previous City Attorney, which has allowed us to receive, process, and return an RLS much more quickly than before. This is an ongoing analysis to continue to improve

efficiency. I have worked with the Fort Pierce Police Department on multiple issues to streamline communication and effective legal representation. For example, I have worked to make sure legal process is properly served and tracked for all civil litigation matters. On day one of being the Interim City Attorney, I began working to identify issues in need of change, in addition to those I had previously identified. I will continue to do so as the City Attorney and implement any necessary changes to improve the office.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the City government while maintaining your independence?

    a. The City of Fort Pierce is structured so that the three Charter Officers, the City Attorney, the City Clerk, and the City Manager, are all separate and distinct. The Charter Officers hold equal status within the City. All three must work together in a mutually respectful manner to accomplish the common goals of the City. There will be times, however, when not all will agree. Having the ability to explain one's position in a respectful manner is imperative to proper functioning of the City. As the City Attorney, the obligation is ultimately to the City. While I will seek to continue a cooperative working relationship with the other Charter Officers, my obligations to the City and my obligations as the City Attorney will always take priority.

11. Tell us how you communicate with your governing body and its individual members.

    a. I believe in direct, open, and honest communication. I have strived to provide a clear analysis of my legal positions to the City Commission. I see the role of the City Attorney as providing all legal options to the City Commission so that an informed, legally correct decision can be made. That is what I have strived to do and will continue to do as the City Attorney.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

    a. If such a situation were to ever occur, I would clearly communicate the legality and illegality of all options. I would follow my ethical obligations as an attorney.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

    a. I have sought to make myself available for any and all issues facing the Fort Pierce Police Department that may require legal assistance. I have provided legal updates, analysis, and training whenever requested. By following the law and performing duties constitutionally, liability faced by the City is reduced. I will continue to strive for such a reduction as the City Attorney.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

a. No.

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

    a. No.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

    a. No.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

    a. Yes.

19. Are you currently employed?

    a. Yes.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

    a. No.

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

    a. No.

22. What are your compensation expectations?

    a. Negotiable.

THE SUNRISE CITY
FORT PIERCE
CITY ATTORNEY'S OFFICE Florida

TO: MERYLEE CASTELLANOS, RECORDS SUPERVISOR

FROM: SARA HEDGES, ASSISTANT CITY ATTORNEY SH

THROUGH: TANYA EARLEY, CITY ATTORNEY TME

RE: PUBLIC RECORDS CHANGES TO SECTIONS 316.066 AND 316.650, FLORIDA STATUTES, TRAFFIC CRASHES AND TRAFFIC CITATIONS

CAO RLS FILE: 23-91

DATE: APRIL 24, 2023

As previously discussed, Senate Bill 1614 (2022) amended F.S. 316.066, relating to Crash Reports and F.S. 316.650, relating to Traffic Citations. **Effective March 1, 2023**, these statutes have been amended as explained below as it relates to the release of Crash Reports and Traffic Citations pursuant to a public records request. Most significantly, Crash Reports no longer become public record 60 days after they are filed. I have uploaded a newly drafted Sworn Statement to Obtain Traffic Crash Report based on the amendments to F.S. 316.650. It is approved as to form and correctness and may be utilized at this point in time. It should replace any prior versions being used. Please note that while I know another draft of the Sworn Statement to Obtain Traffic Crash Report is being worked on to shorten it in form, such version is not yet approved as to form and correctness. The Sworn Statement to Obtain Traffic Crash Report must be filled out for **each** individual Crash Report before it is released.

F.S. 316.066 – CRASH REPORTS

Before a Crash Report is permitted to be released to any requestor, they must:

- Provide a valid driver license or other photographic identification, proof of status, or identification that demonstrates his or her qualifications to access the Crash Report, **and**
- File a written sworn statement stating that information from a Crash Report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims or knowingly disclosed to any third party for the purpose of such solicitation.

Within the first 60 days, **unredacted*** Crash Reports may **only** be provided to the following:

- The parties involved in the crash.
- The legal representatives of parties involved in the crash.
- The parties' licensed insurance agents.

* You will still continue to redact as before for other items contained in the Crash Report which are confidential or exempt under the law.

- The parties' insurance companies or insurance companies of which the parties have applied for coverage.
- Persons under contract with the parties' insurance companies to provide claims or underwriting information.
- Victim services programs.
- Any federal, state, or local governmental agency or any private person or entity acting on behalf of such agency in carrying out its functions, but not for redistribution to any person or entity not listed above.
- Any third party acting on behalf of any of the above-listed persons or entities, provided that they only disclose the crash report to the person or entity on whose behalf they have sought the Crash Report.

Within the first 60 days, **redacted** Crash Reports may be provided to the following:

- FCC licensed radio and television stations and newspapers qualified to publish legal notices pursuant to F.S. 50.011 and F.S. 50.301. The involved parties' home or employment address, driver's license or ID card numbers, date of births, and home and employment telephone numbers are **required** to be redacted from the Crash Report.

After 60 days, **unredacted*** reports may be provided to:

- All persons and entities listed above.
- In accordance with the Driver Privacy Protection Act ("DPPA"), 18 U.S.C. 2721(b) and (c), attached as Attachment A.

F.S. 316.650 – TRAFFIC CITATIONS

All "driver information" contained in a uniform traffic citation is now considered **exempt** from public record dissemination. "Driver information" is defined as a date of birth, driver's license or identification card number, address (excluding the zip code), telephone number, motor vehicle license plate number, and trailer tag number. An agency may release driver information in accordance with any of the permissible uses listed in 18 U.S.C. 2721(b) in the same manner applicable to the release of personal information contained in a motor vehicle record pursuant to F.S. 119.0712(2)(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. 2721(c).

ATTACHMENTS TO MEMORANDUM

- Attachment A – Driver Privacy Protection Act (DPPA), 18 U.S.C. 2721
- Attachment B – Bill Text with strikethrough and underline changes to the statutes
- Attachment C – Florida Senate Legislative Summary of the Bill

If you have any questions, please do not hesitate to contact this Office via phone or e-mail.
Thank you.
SH/mm
cc: Nicholas Mimms, City Manager
Linda Cox, City Clerk

* You will still continue to redact as before for other items contained in the Crash Report which are confidential or exempt under the law.

United States Code Annotated
Title 18. Crimes and Criminal Procedure (Refs & Annos)
Part I. Crimes (Refs & Annos)
Chapter 123. Prohibition on Release and Use of Certain Personal Information from State Motor Vehicle Records

18 U.S.C.A. § 2721

§ 2721. Prohibition on release and use of certain personal information from State motor vehicle records

Effective: October 23, 2000
Currentness

(a) In general.--A State department of motor vehicles, and any officer, employee, or contractor thereof, shall not knowingly disclose or otherwise make available to any person or entity:

(1) personal information, as defined in 18 U.S.C. 2725(3), about any individual obtained by the department in connection with a motor vehicle record, except as provided in subsection (b) of this section; or

(2) highly restricted personal information, as defined in 18 U.S.C. 2725(4), about any individual obtained by the department in connection with a motor vehicle record, without the express consent of the person to whom such information applies, except uses permitted in subsections (b)(1), (b)(4), (b)(6), and (b)(9): *Provided,* That subsection (a)(2) shall not in any way affect the use of organ donation information on an individual's driver's license or affect the administration of organ donation initiatives in the States.

(b) Permissible uses.--Personal information referred to in subsection (a) shall be disclosed for use in connection with matters of motor vehicle or driver safety and theft, motor vehicle emissions, motor vehicle product alterations, recalls, or advisories, performance monitoring of motor vehicles and dealers by motor vehicle manufacturers, and removal of non-owner records from the original owner records of motor vehicle manufacturers to carry out the purposes of titles I and IV of the Anti Car Theft Act of 1992, the Automobile Information Disclosure Act (15 U.S.C. 1231 et seq.), the Clean Air Act (42 U.S.C. 7401 et seq.), and chapters 301, 305, and 321-331 of title 49, and, subject to subsection (a)(2), may be disclosed as follows:

(1) For use by any government agency, including any court or law enforcement agency, in carrying out its functions, or any private person or entity acting on behalf of a Federal, State, or local agency in carrying out its functions.

(2) For use in connection with matters of motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts and dealers; motor vehicle market research activities, including survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers.

(3) For use in the normal course of business by a legitimate business or its agents, employees, or contractors, but only--

(A) to verify the accuracy of personal information submitted by the individual to the business or its agents, employees, or contractors; and

(B) if such information as so submitted is not correct or is no longer correct, to obtain the correct information, but only for the purposes of preventing fraud by, pursuing legal remedies against, or recovering on a debt or security interest against, the individual.

(4) For use in connection with any civil, criminal, administrative, or arbitral proceeding in any Federal, State, or local court or agency or before any self-regulatory body, including the service of process, investigation in anticipation of litigation, and the execution or enforcement of judgments and orders, or pursuant to an order of a Federal, State, or local court.

(5) For use in research activities, and for use in producing statistical reports, so long as the personal information is not published, redisclosed, or used to contact individuals.

(6) For use by any insurer or insurance support organization, or by a self-insured entity, or its agents, employees, or contractors, in connection with claims investigation activities, antifraud activities, rating or underwriting.

(7) For use in providing notice to the owners of towed or impounded vehicles.

(8) For use by any licensed private investigative agency or licensed security service for any purpose permitted under this subsection.

(9) For use by an employer or its agent or insurer to obtain or verify information relating to a holder of a commercial driver's license that is required under chapter 313 of title 49.

(10) For use in connection with the operation of private toll transportation facilities.

(11) For any other use in response to requests for individual motor vehicle records if the State has obtained the express consent of the person to whom such personal information pertains.

(12) For bulk distribution for surveys, marketing or solicitations if the State has obtained the express consent of the person to whom such personal information pertains.

(13) For use by any requester, if the requester demonstrates it has obtained the written consent of the individual to whom the information pertains.

(14) For any other use specifically authorized under the law of the State that holds the record, if such use is related to the operation of a motor vehicle or public safety.

(c) Resale or redisclosure.--An authorized recipient of personal information (except a recipient under subsection (b)(11) or (12)) may resell or redisclose the information only for a use permitted under subsection (b) (but not for uses under subsection (b)(11) or (12)). An authorized recipient under subsection (b)(11) may resell or redisclose personal information for any purpose. An authorized recipient under subsection (b)(12) may resell or redisclose personal information pursuant to subsection (b)(12). Any authorized recipient (except a recipient under subsection (b)(11)) that resells or rediscloses personal information covered by this chapter must keep for a period of 5 years records identifying each person or entity that receives information and the permitted purpose for which the information will be used and must make such records available to the motor vehicle department upon request.

(d) Waiver procedures.--A State motor vehicle department may establish and carry out procedures under which the department or its agents, upon receiving a request for personal information that does not fall within one of the exceptions in subsection (b), may mail a copy of the request to the individual about whom the information was requested, informing such individual of the request, together with a statement to the effect that the information will not be released unless the individual waives such individual's right to privacy under this section.

(e) Prohibition on conditions.--No State may condition or burden in any way the issuance of an individual's motor vehicle record as defined in 18 U.S.C. 2725(1) to obtain express consent. Nothing in this paragraph shall be construed to prohibit a State from charging an administrative fee for issuance of a motor vehicle record.

CREDIT(S)

(Added Pub.L. 103-322, Title XXX, § 300002(a), Sept. 13, 1994, 108 Stat. 2099; amended Pub.L. 104-287, § 1, Oct. 11, 1996, 110 Stat. 3388; Pub.L. 104-294, Title VI, § 604(b)(46), Oct. 11, 1996, 110 Stat. 3509; Pub.L. 106-69, Title III, § 350(c), (d), Oct. 9, 1999, 113 Stat. 1025; Pub.L. 106-346, § 101(a) [Title III, § 309(c) to (e)], Oct. 23, 2000, 114 Stat. 1356, 1356A-24.)

18 U.S.C.A. § 2721, 18 USCA § 2721
Current through P.L. 117-262. Some statute sections may be more current, see credits for details.

End of Document

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An act relating to public records; amending s. 316.066, F.S.; revising agencies to which a public records exemption for certain motor vehicle crash reports applies; revising entities to whom crash reports may be made immediately available; revising the types of crash reports that may be made immediately available to certain radio and television stations and newspapers; providing that crash reports may be made available to certain third parties subject to a certain restriction; revising conditions for accessing crash reports; specifying the availability of crash reports after a certain period; deleting a restriction on certain crash report information by certain newspapers; providing a public records exemption for certain electronic crash data; providing for future legislative review and repeal of the exemptions; revising applicability of a criminal penalty; providing a private cause of action against a person who violates certain restrictions relating to personal information; specifying damages, attorney fees, costs, and other relief a court may award; providing construction; amending s. 316.650, F.S.; defining the term "driver information"; providing an exemption from public records requirements for driver information contained in a uniform traffic citation; providing retroactive applicability; authorizing the release of driver information under certain circumstances; providing for future legislative review

and repeal of the exemption; providing statements of public necessity; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Subsections (2) and (3) of section 316.066, Florida Statutes, are amended to read:

316.066 Written reports of crashes.—

(2)(a) Crash reports that reveal the identity, home or employment telephone number or home or employment address of, or other personal information concerning the parties involved in the crash and that are held by an ~~any~~ agency, as defined in s. 119.011, ~~that regularly receives or prepares information from or concerning the parties to motor vehicle crashes~~ are confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution for a period of 60 days after the date the report is filed.

(b) Crash reports held by an agency under paragraph (a) may be made immediately available to the parties involved in the crash, their legal representatives, their licensed insurance agents, their insurers or insurers to which they have applied for coverage, persons under contract with such insurers to provide claims or underwriting information, victim services programs, and any federal, state, or local governmental agency or any private person or entity acting on behalf of a federal, state, or local governmental agency in carrying out its functions, but not for redistribution to any person or entity not listed in this subsection. Crash reports held by an agency under paragraph (a) which do not contain the home or employment

street addresses, driver license or identification card numbers, dates of birth, and home and employment telephone numbers of the parties involved in the crash shall be made immediately available to radio and television stations licensed by the Federal Communications Commission and newspapers qualified to publish legal notices under ss. 50.011 and 50.031. A crash report may also be made available to any third party acting on behalf of a person or entity authorized under this section to access the crash report, except that the third party may disclose the crash report only to the person or entity authorized to access the crash report under this section on whose behalf the third party has sought the report. This section shall not prevent an agency, pursuant to a memorandum of understanding, from providing data derived from crash reports to a third party solely for the purpose of identifying vehicles involved in crashes if such data does not reveal the identity, home or employment telephone number or home or employment address, or other personal information of the parties involved in the crash ~~prosecutorial authorities, law enforcement agencies, the Department of Transportation, county traffic operations, victim services programs, radio and television stations licensed by the Federal Communications Commission, newspapers qualified to publish legal notices under ss. 50.011 and 50.031, and, in accordance with paragraph (f), free newspapers of general circulation, published once a week or more often, of which at least 7,500 copies are distributed by mail or by carrier as verified by a postal statement or by a notarized printer's statement of press run, which are intended to be generally distributed and circulated, and which contain news of~~

~~general interest with at least 10 pages per publication, available and of interest to the public generally for the dissemination of news. For the purposes of this section, the following products or publications are not newspapers as referred to in this section: those intended primarily for members of a particular profession or occupational group; those with the primary purpose of distributing advertising; and those with the primary purpose of publishing names and other personal identifying information concerning parties to motor vehicle crashes~~.

(c) Any local, state, or federal agency that is authorized to have access to crash reports by any provision of law shall be granted such access in the furtherance of the agency's statutory duties.

(d) As a condition precedent to accessing a crash report ~~within 60 days after the date the report is filed~~, a person must present a valid driver license or other photographic identification, proof of status, or identification that demonstrates his or her qualifications to access that information and file a written sworn statement with the state or local agency in possession of the information stating that information from a crash report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims, or knowingly disclosed to any third party for the purpose of such solicitation~~, during the period of time that the information remains confidential and exempt~~. Such written sworn statement must be completed and sworn to by the requesting party for each individual crash report that is being requested ~~within 60 days after the report is filed~~. In lieu of requiring

the written sworn statement, an agency may provide crash reports by electronic means pursuant to a memorandum of understanding to third-party vendors under contract with one or more insurers, but only when such contract states that information from a crash report made confidential and exempt by this section will not be used for any commercial solicitation of accident victims by the vendors, or knowingly disclosed by the vendors to any third party for the purpose of such solicitation~~, during the period of time that the information remains confidential and exempt~~, and only when a copy of such contract is furnished to the agency as proof of the vendor's claimed status.

(e) This subsection does not prevent the dissemination or publication of news to the general public by any legitimate media entitled to access confidential and exempt information pursuant to this section.

(f) Crash reports held by an agency under paragraph (a) may be made available 60 days after the date the report is filed to any person or entity eligible to access crash reports under paragraph (b) or in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c).

(g) If crash reports are created by or submitted to an agency electronically as data elements within a computerized database or if personal information from a crash report is entered into a computerized database, such crash data held by an agency is confidential and exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. Sixty days after the date the crash report is filed, an agency may provide crash data derived from the crash report which includes personal

information to entities eligible to access the crash report under paragraphs (b), or in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c). Such data shall be provided pursuant to a memorandum of understanding.

(h) This subsection is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal through reenactment by the Legislature ~~Free newspapers of general circulation published once a week or more often, of which at least 7,500 copies are distributed by mail or by carrier as verified by a postal statement or by a notarized printer's statement of press run, which are intended to be generally distributed and circulated, which contain news of general interest with at least 10 pages per publication, available and of interest to the public generally for the dissemination of news, and which request 10 or more crash reports within a 24-hour period before 60 days have elapsed after the report is filed may not have access to the home, cellular, employment, or other telephone number or the home or employment address of any of the parties involved in the crash. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2019, unless reviewed and saved from repeal through reenactment by the Legislature~~.

(3)(a) Any driver failing to file the written report required under subsection (1) commits a noncriminal traffic infraction, punishable as a nonmoving violation as provided in

chapter 318.

(b) Any employee of a state or local agency in possession of information made confidential and exempt by this section who knowingly discloses such confidential and exempt information to a person not entitled to access such information under this section commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(c) Any person, knowing that he or she is not entitled to obtain information made confidential and exempt by this section, who obtains or attempts to obtain such information commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(d) Any person who knowingly uses confidential and exempt information in violation of a filed written sworn statement, memorandum of understanding, or contractual agreement required by this section commits a felony of the third degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

(e) In addition to penalties outlined in paragraphs (c) and (d), a person who obtains a crash report or crash data and who knowingly discloses or knowingly uses personal information revealed in the report for a purpose not permitted under 18 U.S.C. s. 2721(b) is liable to the individual to whom the information pertains, who may bring a civil action in any court of competent jurisdiction. The court may award:

1. Actual damages, but not less than liquidated damages in the amount of $2,500.

2. Punitive damages upon proof of willful or reckless disregard of the law.

3. Reasonable attorney fees and other litigation costs

reasonably incurred.

4. Such other preliminary and equitable relief as the court determines to be appropriate.

This paragraph does not apply to radio and television stations licensed by the Federal Communications Commission and newspapers qualified to publish legal notices under ss. 50.011 and 50.031.

Section 2. Subsection (11) of section 316.650, Florida Statutes, is amended to read:

316.650 Traffic citations.—

(11)(a) As used in this subsection, the term "driver information" means a driver's date of birth, driver license or identification card number, address excluding the five-digit zip code, telephone number, motor vehicle license plate number, and trailer tag number. The term does not include the driver's name.

(b)1. Driver information contained in a uniform traffic citation held by an agency is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This paragraph applies to driver information held by an agency before, on, or after the effective date of the exemption.

2. An agency may release driver information in accordance with any of the permissible uses listed in 18 U.S.C. s. 2721(b) in the same manner applicable to the release of personal information contained in a motor vehicle record pursuant to s. 119.0712(2)(b) and pursuant to the resale and redisclosure requirements in 18 U.S.C. s. 2721(c).

3. This paragraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2027, unless reviewed and saved from repeal

through reenactment by the Legislature.

(c) Driver information contained in a uniform traffic citation, including ~~which includes but is not limited to,~~ the accused person's name and address, shall not be used for commercial solicitation purposes. However, the use of such driver information contained in a uniform traffic citation shall not be considered a commercial purpose when used for publication in a newspaper or other news periodical, when used for broadcast by radio or television, or when used to inform a person of the availability of driver safety training.

Section 3. (1) The Legislature finds that it is a public necessity that crash reports that reveal personal information concerning parties, passengers, and witnesses to a crash for a period of 60 days after the date the crash report is filed with an agency; such personal information revealed in crash reports held by an agency following the 60-day period; and computerized crash report data held by an agency be confidential and exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Article I of the State Constitution. Crash reports reveal significant personal information, not only about parties involved in a crash, but also about passengers and other witnesses to the crash. Pervasive use of the Internet and related technologies abet those with malicious purposes in exploiting the use of personal information revealed in crash reports, such as a party's, passenger's, or witness's date of birth, driver license number, and address, creating ever-expanding threats to privacy and security never envisioned in generations past. Moreover, ever-increasing use of information technology for the preparation, submission, and management of crash reports has led

agencies to hold vast repositories of computerized crash report data, which includes such personal information. Personal information, when held by the Department of Highway Safety and Motor Vehicles in driver license and motor vehicle records, is confidential pursuant to the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq., and s. 119.0712(2), Florida Statutes. These restrictions on disclosure of personal information, however, have not applied to personal information revealed in crash reports. When personal information revealed in crash reports or computerized crash report data is made available to the public, because it comprises much of the same personal information contained in driver license and motor vehicle records, the protections afforded by the federal Driver's Privacy Protection Act of 1994 are significantly undermined, eroding the privacy and safety of drivers. Therefore, the Legislature finds that it is a public necessity to make confidential and exempt from public records requirements crash reports that reveal personal information concerning parties, passengers, and witnesses to a crash for a period of 60 days after the date the crash report is filed with an agency; such personal information revealed in crash reports held by an agency following the 60-day period; and computerized crash report data held by an agency.

(2) The Legislature finds that it is a public necessity that driver information contained in a uniform traffic citation held by an agency be exempt from s. 119.07(1), Florida Statutes, and s. 24(a), Article I of the State Constitution. Uniform traffic citations reveal significant personal information about drivers issued a citation. Pervasive use of the Internet and

related technologies abet those with malicious purposes in exploiting the use of personal information contained in traffic citations, such as a driver's date of birth, driver license number, and address, creating ever-expanding threats to privacy and security never envisioned in generations past. Driver information, when held by the Department of Highway Safety and Motor Vehicles in driver license and motor vehicle records, is confidential pursuant to the federal Driver's Privacy Protection Act of 1994, 18 U.S.C. ss. 2721 et seq., and s. 119.0712(2), Florida Statutes. These restrictions on disclosure of personal information, however, have not applied to driver information contained in uniform traffic citations. When driver information contained in uniform traffic citations is made available to the public, because it comprises much of the same personal information contained in driver license and motor vehicle records, the protections afforded by the federal Driver's Privacy Protection Act of 1994 are significantly undermined, eroding the privacy and safety of drivers. Therefore, the Legislature finds that it is a public necessity to make exempt from public records requirements driver information contained in uniform traffic citations.

Section 4. This act shall take effect March 1, 2023.

ATTACHMENT C

THE FLORIDA SENATE
2022 SUMMARY OF LEGISLATION PASSED

Committee on Transportation

CS/CS/SB 1614 — Public Records/Motor Vehicle Crashes/Traffic Citations

by Governmental Oversight and Accountability Committee; Transportation Committee; and Senator Harrell

The bill expands a current public records exemption related to personal information in a crash report, and make crash report data in a computerized database confidential and exempt from public inspection and copying requirements. The bill also makes driver information contained in a uniform traffic citation (UTC) exempt from public record inspection and copying requirements.

The bill makes crash report data in a computerized database confidential and exempt from public inspection and copying requirements, and designates certain governmental and third-party entities to whom a crash report may be made immediately available. The bill permits a crash report to be available to the media provided that it does not contain the following information for the parties involved in the crash: home or employment street address; driver license or identification card number; date of birth; and home and employment telephone numbers.

The bill provides that crash reports may be made available 60 days after the report is filed to any person or entity eligible to access crash reports under the bill or in accordance with any of the permissible uses listed in the Driver's Privacy Protection Act (DPPA) of 1994 and pursuant to the resale and redisclosure requirements in the DPPA.

The bill makes driver information in a UTC exempt from public records inspection and copying requirements, and defines the term "driver information" to mean a driver's date of birth, driver license number, address excluding the five-digit zip code, telephone number, motor vehicle license plate number, and trailer tag number. The bill excludes the driver's name from the definition.

The bill specifically provides authority for an agency to release driver information in a UTC in accordance with the exemptions in the DPPA and in the same manner prescribed by statute.

The bill provides additional penalties for a person who obtains a crash report or crash data and who knowingly discloses or uses personal information revealed in the report for a purpose not permitted under the DPPA is liable to the individual to whom the information pertains, who may bring a civil action in court. The court may award: actual damages, but not less than liquidated damages in the amount of $2,500; punitive damages upon proof of willful or reckless disregard of the law; reasonable attorney fees and other litigation costs reasonably incurred; or such other preliminary and equitable relief as the court determines to be appropriate.

The bill is subject to the Open Government Sunset Review Act and will stand repealed on October 2, 2027, unless reviewed and reenacted by the Legislature.

If approved by the Governor, these provisions take effect March 1, 2023.
Vote: Senate 35-3; House 115-1

This summary is provided for information only and does not represent the opinion of any Senator, Senate Officer, or Senate Office.

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

SARA HEDGES

REFERENCES INCLUDE:
Assistant State Attorney – Former Supervisor
Assistant State Attorney – Former Coworker
Circuit Court Judge – Former Supervisor

PROFESSIONAL STRENGTHS:
Professional experience and knowledge
Intelligent
Respected trial attorney
Keeps stakeholders informed.

PERSONALITY:
Professional demeanor
Even Tempered
Dedicated professional.
Hard worker.

INTERPERSONAL CHARACTERISTICS:
Well spoken.
Thinks well "on her feet."
Verbal and written communications are consistently clear and concise.

MANAGEMENT:
"A natural leader"
Collaborative
Straight forward and transparent
Supportive

Sara Hedges

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

IOLA THOMAS MOSLEY

PERSONAL

Address: [redacted]

Contact: Phone: [redacted]
Email:

EDUCATION

Juris Doctor - 1986
Howard University School of Law, Washington, DC

Bachelor of Arts/Philosophy - 1983
Howard University, Washington, DC

SUMMARY OF RELATED EXPERIENCE

2020 - Present	FLORIDA RURAL LEGAL SERVICES
	Managing Attorney for Fort Pierce Regional Office
2019 - 2020	OFFICE OF REGIONAL CONFLICT COUNSEL
	Assistant Regional Counsel
2016 - 2019	CITY OF FORT PIERCE, FLORIDA Population 47,297
	Senior Assistant City Attorney, Office of the City Attorney
2005 - 2016	OFFICE OF THE GENERAL COUNSEL FOR THE SCHOOL BOARD OF PALM BEACH COUNTY, FLORIDA
	Senior Counsel Academic Compliance
2001 - 2005	ASSISTANT STATE ATTORNEY OFFICE OF THE STATE ATTORNEY 15TH JUDICIAL CIRCUIT, PALM BEACH COUNTY, FLORIDA
2002 - 2005	Juvenile Division
2001 - 2002	County Court Division
2000 - 2001	CITY OF WEST PALM BEACH, FLORIDA Population 82,000
	Assistant City Attorney
1996 - 2000	LAW OFFICES WHITFIELD & MOSLEY
	Partner
1987 - 1996	OFFICE OF THE PUBLIC DEFENDER FOR THE 15TH JUDICIAL CIRCUIT PALM BEACH COUNTY
1995 - 1996	Training Recruitment Coordinator
1993 - 1995	Capital Crimes Division'
1990 - 1993	Felony Division
1988 - 1990	Supervising Attorney for County Court South Division
1987	County Court
1987	Appellate Division

Slavin Management Consultants
3040 Holcomb Bridge Rd # A1,
Norcross, GA 30071
slavin@bellsouth.com

To whom it may concern:

I am writing this letter of interest in response to the advertised position for the City Attorney for the City of Fort Pierce. Let me begin by sharing a little bit of my past practice. I have been a practicing attorney for 36 (thirty-six) years. My practice areas as indicated in my resume include, Local Government Law, Labor and Employment, Criminal Law and Procedure, Appellate Law, Family Law, and Real Estate law specifically, Landlord Tenant and Foreclosure.

I have previously served the city as Senior Assistant City attorney from 2016-2019. In the time since my tenure with the city, I have served as Program Manager for two housing assistance programs; Indian River County's Housing Emergency Advocacy Response Team (HEART); and Palm Beach County's Emergency Rental Assistance (ERA). Both programs required working in close collaboration with County and City officials to address their respective constituent housing crisis' and keep citizens housed during the recent COVID pandemic.

I currently serve as the managing Attorney for the Fort Pierce Regional Offices of Florida Rural Legal Services, Inc. I manage office staff throughout the 19th Judicial Circuit. Our clients reside in St Lucie, Martin, Indian River, and Okeechobee Counties. I manage a staff of 10 attorneys and paralegal professionals. I have learned that it is important to be knowledgeable and demonstrate a high level of proficiency with regard to academic achievements. But it is equally important to know "how to read the room". In other words, it is important to understand your client's position and offer the highest level of service to accomplish the goal.

My Current salary requirement is in the range of $120,000 to $140,000. I do hope you will consider allowing me to serve the city. Thank you for your time and consideration of my request.

Warm Regards,

Iola Thomas Mosley, Esq

[redacted]

Iola Thomas Mosley, Esq.

[redacted]

Education

Howard University School of Law Washington, D.C.- Juris Doctor 1986
Howard University, Washington, D.C. -Bachelor of Arts/ Philosophy 1983
Nova High School, Davie, Florida 1978

Professional Experience

Florida Rural Legal Services 2020 to present.

Managing Attorney for Fort Pierce Regional Office

Manage, train, and direct a professional staff of ten attorneys and paralegals. Managed and restructured local office for the 19th judicial Circuit. I currently litigate private and public housing cases on behalf of displaced tenants residing in both private and subsidized housing, foreclosure defense, and counsel and advice in Probate matters, Family court matters including Dissolution of Marriage, Adoption, Paternity, Temporary Custody, and Guardianship cases. Interfaced with State, County and Municipal government in resolving constituent litigation and in education of citizens concerning legal rights and responsibilities. Supervised implementation of Grants including Victims of Crime Act (VOCA Dept. of Justice).

Office of Regional Conflict Counsel 2019 to 2020

Assistant Regional Counsel

Litigated cases in defense of persons who were accused of violations of law in Both Felony and Misdemeanor court. Representation included all aspects of litigation including interviewing witnesses, and participating in discovery, and trial practice.

Office of the City Attorney Fort Pierce, Florida

Senior Assistant City Attorney

As Senior Assistant City Attorney I served in the following capacities:

Labor and Employment/ HR Department
Code Enforcement
Police Matters-Provided litigation support to the Police Department and advised on matters affecting police operations, including the Fair Labor Standards Act, Police Officers' Bill of Rights, Public Records Law, Americans with Disabilities Act and Arbitration.
Providing in-house litigation support for outside risk Counsel.
Drafting Ordinances, Memoranda of Understanding and Resolutions, and Contracts and Procedural Rules for City Boards and City Departments.
Representing the City in Civil Litigation Matters including Civil Forfeitures, Nuisance Abatement, Civil Injunctions, and Appeals.

Providing training for Staff and Boards on Sunshine Law, Public Records, and Ethics
Providing support and representation for the city in the absence of the City Attorney.
Served multiple boards, as counsel in quasi-judicial proceedings, including:

- Historic Preservation Board
- Special Magistrate Proceedings
- Civil Service Board
- Planning Board of Adjustment and Appeals
- Contractors Licensing Board
- Construction Board of Adjustment and Appeals
- Providing Legal support for City Department heads as requested.

Office of the General Counsel for the School Board of Palm Beach County, Florida March 2005 to May 2016

Senior Counsel Academic Compliance

Represent the School Board of Palm Beach County in a variety of Legal matters including,

- Special education IDEA and ADA/504 and Civil Rights Litigation
- Charter school litigation support for the Charter Department 2006-2012 including; negotiation of contracts, application denials hearings at FDOE, as well as advised on variety of other administrative issues relating to the sponsorship of Charter schools.
- Provided support and advice regarding legal issues upon request or as directed by Board members, the Superintendent, and the General Counsel or Designee.
- Supported and advised District administrative staff and personnel matters involving; Special Education, Immigration, Juvenile Dependency, Truancy, Criminal law and Procedure, Juvenile Delinquency, Civil Rights, Child Custody and School Attendance Zones, Student Discipline, Employment, Contracts, Civil/Family Trial Court issues affecting the district administrative staff and school centers. Upon request; aided and supported District Administrative staff with depositions, hearings, and trial testimony.
- Represented the Superintendent, and District Administrative staff, in Student Discipline matters, and Expulsion Hearings on behalf of the School District.
- 2005-2011 Served on the Chief Counsels litigation Team (to prepare and assist attorneys for trial and preparation for litigation on behalf of the School District)
- Conducted Training for District staff in Expulsions, Family and Custody matters, Special needs of children, Homeless Education (McKinney-Vento); Develop and present training protocol for Expulsion Hearing Officers and conducted joint trainings with Legal Aid Society of Palm Beach County for Pro Bono Attorneys who represent District student personnel in expulsion hearings.
- Provided training for School Police on Custody issues 2012.
- Developed training presentation for the Unified Family Court Family Law Advisory Group (F.L.A.G.) entitled "The ABCs of Education Law" 2008
- Represented the District on the School Justice Partnership 2009-2012
- Governmental and Regulatory Compliance advised and developed Board Policies 2015

Iola Thomas Mosley, Esq.
[redacted]

Assistant State Attorney Office of the State Attorney 15th Judicial Circuit Palm Beach County, Florida September 2001 to February 2005

- *Juvenile Division September 2002- February 2005*- Felony and Misdemeanor prosecutions of Juvenile offenders on behalf of the State of Florida. Supervised investigative staff witness coordinators, and secretarial staff. Also mentored young staff attorneys
- *County Court Division 2001-2002*- Prosecuted Criminal Misdemeanor and traffic offenses including DUI, Domestic violence, Drug Possession, Theft, Lewd Assignations, and a variety of other offenses Supervised investigative staff witness coordinators, and secretarial staff. Also mentored young staff attorneys

Assistant City Attorney for the City of West Palm Beach July 2000-July 2001

- My duties included Civil Trial Defense, Code Enforcement Litigation, Nuisance Abatement, and Lien Foreclosure. Supervised Staff including secretarial and paralegal

Law Offices Whitfield & Mosley October 1996-June 2000

- Partner General Practice firm, cases included; Criminal Defense trial /appellate, Family marital law. matters, Civil Litigation
- As a partner I supervised staff, directed payroll, and all other office expenses. I provided private legal services.

Office of the Public Defender for the 15th Judicial Circuit Palm Beach County January 1987 to October 1996

- *1995-1996 Training Recruitment Coordinator*- Responsible for recruitment, training, and development of attorneys. Reviewed and recommended attorneys for promotion to various positions within the office. Supervised Staff; including new attorneys Paralegals Investigators and Secretaries.
- *1993-1995 Capital Crimes Division*-Defended Clients charged with Capital Murder. Responsible for coordinating and supervising team litigation in the grand jury, trial, and penalty phase of defense case. Supervised and coordinated investigative paralegal and secretarial staff.
- *1990 to 1993 Felony Division*- Responsible for defense of clients charged with 1st 2nd and 3rd degree Felonies. Supervised; Investigative paralegal and secretarial staff.
- *1988-1990 Supervising Attorney for County Court South Division*- Responsible to oversee the opening and staffing of the South County Office of the Public Defender. Supervised; Attorneys, Secretaries, Paralegals. In this position I collaborated directly with the judicial staff, State Attorney's Office, County Probation, as well as the Office of the Clerk to ensure the smooth transition of the Office to the South County Courthouse.
- *1987 County Court* Defended Misdemeanor Division-Supervised secretarial and paralegal staff in developing legal defense and coordinating social services on behalf of indigent clients.
- *1987 Appellate Division*- filed appeals on behalf of indigent persons accused of crimes.

Iola Thomas Mosley, Esq.
[redacted]

PROFESSIONAL MEMBERSHIPS

2017 American Bar Association
2006 to Present USDC Southern District
2005 to 2016 Palm Beach County Bar Association
2016 to 2018 St. Lucie County Bar Association
Member of the Florida Bar 1987 to present.

AFFILIATIONS

1987-1999 Fla. Association of Criminal Defense Lawyers
1993 to Present, Delta Sigma Theta Sorority Incorporated (a public service organization) (Parliamentarian 1997- 2002, 2016 to 2019) (1997-2002, 2016-2019 Chair Policies Procedures Committee) (Chair Political Awareness and Involvement Committee)
1988 to 1994, 2010 to Present, The Charmettes, Incorporated (a public service organization) Parliamentarian (Chair Constitution and Bylaws Committee 2011 to 2015, 2019 to present)
2012-Present Strategic Planning Committee New Bethel Missionary Baptist Church
2015 Legal Advisor/Trustee New Bethel Missionary Baptist Church
2005 Florida School Board Attorney Association

References are available upon request.

CITY OF FORT PIERCE, FLORIDA
CITY ATTORNEY
SEMI FINALIST CANDIDATE QUESTIONNAIRE

Name: Iola Thomas Mosley

Home Address: [redacted]

Home/Work/Cell phone numbers: [redacted]388-582-3410 (Work)

E-mail address: [redacted]

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1. Why are you interested in becoming Fort Pierce's next City Attorney and how does this position fit into your overall career plans?

   To begin with, I am a resident of the City of Fort Pierce and invested in my city. My daughter graduated from St. Lucie County Schools, and my husband is a teacher at Fort Pierce Westward High School. Seven years ago, I relocated to Fort Pierce. At that time, I was selected to serve as the Senior Assistant City Attorney for the City of Fort Pierce, where I devoted my time and energy to the city as one of the legal advisors to several city boards and departments. I will always remember the vibrant environment and sense of purpose I gained in working with the various city departments and serving as an advisor to city boards. Currently, as the Managing Attorney for the Fort Pierce Regional Office of Florida Rural Legal Services I lead my staff in providing free legal services to residents of the entire 19th judicial circuit. Although I have not been formally employed by the City of Fort Pierce, I continue my investment in issues relating to the welfare of our city including improvements and infrastructure and the growth of our city. For example, my current office partnered with the City of Fort Pierce, working with the Emergency Rental Assistance program. We worked with citizens over the course of the program to provide outreach, education, legal advice, and services to city residents. I have always desired to return to the Office of the City Attorney to continue in that service. I have always been a servant leader and throughout my entire career, I have dedicated myself to improving the lives of others. It is my desire to continue my service with the City of Fort Pierce in whatever capacity within which I am called to serve.

2. What is the largest number of employees that you have managed and where? What is the largest annual operating budget that you have managed?

   I currently supervise 10 legal staff, and our regional operating budget is approximately eight hundred thousand dollars ($800,000). The overall budget for the entire program is approximately nine million one hundred ninety-seven thousand, four hundred forty-three dollars ($9,197,443).

3. How do you stay professionally current and on top of issues with the potential for significant impact on your jurisdiction? How do ensure that your employees stay current?

   I continue to monitor and provide education on changes in federal, state, and local laws which affect our client/constituents through professional development and continuing legal education programs. My staff is provided with in-house as well as and outside training and professional development programs. I have completed training with the

Office of Civil Rights professional development training for attorneys working within the arena of victim advocacy under the Federal Victims of Crime Act (VOCA).

4. Describe your leadership and management style with your employees.

   I lead by example and by group consensus. I have had to rebuild my staff from 2 attorneys and 4 non-attorney staff to the current staff of 6 attorneys 1 receptionist/ legal secretary and 3 paralegals. My staff is a team there are no big I's and little you' s. My driving motto is there is no "I" in team. I allow for healthy discourse and treat every member as a valued teammate who has something to contribute. I encourage cross training and with new hires I pair the new employee with established team members ensuring that each member of the team has a stake.

5. Have you ever worked directly for a policy making body?

   Yes, The City of West Palm Beach, The School Board of Palm Beach County, and the City of Fort Pierce.

6. Are you a member in good standing of the Florida Bar?

   Yes

7. Describe your workload tolerance.... what type of office hours do you typically keep?

   My required office hours are 8:30 am to 5:30 pm. However, I do not consider the "required office hours in completing the responsibilities of my office. I work until my job is done, so as required I may work anywhere from 8 to 15 hours in a given day as well as weekends. I have had no difficulty working with a large caseload while also managing my staff and attending to administrative duties.

8. What would you hope to accomplish the first 30 days on the job; the first 6 months; and the first year?

   Within the first 30 days I would schedule meetings with current legal staff and then with individual Commissioners to determine what pressing legal matters they feel are at the top of their agendas. During this initial period, I would familiarize myself with the various boards and departmental staff to get a big picture of the legal needs of the boards and departments from the point of view of the board chairs and departments. Based on the information I received within that time, during the next six months I would endeavor to identify the strengths and weaknesses of existing legal staff and determine how staff interfaces with the broader city staff. I would also look at the operating budget of the legal department to determine if the existing budget is sufficient or needs trimming. I would develop a plan for increasing the responsiveness and efficiency of the service offered by existing legal staff and determine whether additional staff are needed to function at the peak of efficiency. By the end of the first year, I would hope to streamline the process of providing well researched and user-friendly legal guidance and efficient response time to the broader city staff. In other words, I would endeavor to extend the concept of teamwork to provide better service to the Commission and City as a whole.

9. What experience do you have with organizational and/or performance analysis directed at identifying issues in need of change?

   I entered the position as managing attorney for Florida Rural at a time when there had

been no true manager assigned for a few years. I was required to rebuild the program and restaff the office, however in restructuring the office, I was required to conduct functionality analysis of the current staff available grants, and budget. Subsequent to my start I was required to analyze the total grant funding received and identify issues relating to implementation. We ended several grants which were not functioning and have instituted a new system of grant compliance which has so far been successful in addressing the needs of staff and clients.

10. Please describe your experience in dealing with intergovernmental entities. Specifically, how do you work with the City Manager and other sections/branches of the city government while maintaining your independence?

    In my past affiliation with the City of Fort Pierce, I enjoyed a convivial relationship with the department heads as well as the various boards with whom I worked. As an attorney my goal is to provide legal support and guidance to the City Commission, City Manager, and departments. A legal advisor is obligated to provide requested legal guidance in clear and concise language and avoid personalizing any legal issue. As a professional, it is my job to provide the best advice and counsel as needed by the requesting agent without interjection of personal opinions, views, or personal objectives.

11. Tell us how you communicate with your governing body and its individual members.

    Currently I provide updates on issues that concern the firm, or which affect our clients or practice. I use formal legal memoranda, email, and formal written correspondence to outline issues or changes in law. In addition, I have established standing meetings with grant directors, executive administration, as well as with various agencies with whom we have business relations.

12. How would you handle situations where the Commissioners wish to take actions that you do not consider lawful?

    I would provide a written outline of the issue and the position that the courts have traditionally taken with respect to the legal issue presented. I would include scenario-based options outlining the probable outcome of the matter as it has come before the Courts. In providing objective legal opinions regarding the legality of a desired course of action, it is not my job as an attorney to decide a final course of action for the Commission. However, alternative paths to achieve the goal or the desired outcome which are consistent with the requirements of law should always be included in the analysis and subsequent advice rendered.

13. How would you handle questions of law, including issues relating to public safety, that may be viewed differently by an ethnically and economically diverse community and Commission?

    Thorough legal analysis of issues is the basis of any legal opinion rendered. Although there may be differences of community opinion as to the propriety of a given action to be undertaken, professionalism dictates that the prevailing law is the basis for consideration of counsel and advice I render.

14. Please provide a copy of a legal opinion that you have authored. (You may provide a redacted copy.

    See attached Memorandum of Law

15. Have you ever been found to have committed any acts of discrimination, sexual harassment, or creation a hostile work environment? If so, please explain.

    No

16. Do you have any unusual personal consideration(s) that would need to be resolved before you could accept this position? If so, please explain.

    If selected, would need to provide my current Executive Director and Board with sufficient notice (3-4weeks) of my intent to resign from my current position. Otherwise, there are no other personal considerations that would be applicable.

17. Should you become a finalist candidate, we will perform education, credit, civil, criminal, and motor vehicle court records, internet search and reference checks on you. In doing so, will we find anything that you need to explain in advance?

    There is nothing requiring explanation that I am presently aware of.

18. Is the resume you submitted accurate and current? If not, please explain any discrepancies.

    I believe my current resume is up to date and appropriate.

19. Are you currently employed?

    Yes. I am currently employed as the Managing Attorney for the Fort Pierce Regional Office of Florida Rural Legal Services, Inc.

20. Have you ever been fired or resigned under pressure from a job? If so, please explain.

    No

21. Have you ever sued an employer or been sued by an employer or employee? If so, please explain.

    I have never filed a suit against an employer.

22. What are your compensation expectations?

    $145,000-$165,000 (One Hundred Forty Five Thousand Dollars to One Hundred Sixty Five Thousand Dollars)

IN THE CIRCUIT COURT OF THE NINETEENTH JUDICIAL CIRCUIT
IN AND FOR ST. LUCIE COUNTY, FLORIDA

IN THE MATTER OF THE TERMIINATION OF PARENTAL RIGHTS AND THE PROPOSED ADOPTION OF THE MINOR CHILD, [redacted]

Case No. 312022DR000632XXXXX

[redacted],
Petitioner.
_____/

MEMORANDUM OF LAW IN SUPPORT OF PETITIONER'S PROPOSED ADOPTION OF MINOR CHILD

The Petitioner [redacted] (hereinafter referred to as "Petitioner"), by and through the undersigned counsel, herein submits this Memorandum in Support of the Petitioner's Proposed Adoption of the Minor Child.

INTRODUCTION

The Petitioner is the [redacted], the minor child in this proceeding. According to the testimony of the Petitioner adduced at the initial hearing on the proposed adoption, [redacted] came to live with the petitioner since March of [redacted]. Petitioner testified that the mother of the minor child brought the minor from [redacted] and left her in the Petitioner's home in Indian River County, Florida in [redacted] and thereafter returned to her country of origin, Honduras, effectively abandoning the child without a legal custodian.

Subsequent to the minor child being left without legal custodial rights being accorded, Petitioner obtained a sworn consent for adoption which was executed in Honduras by the child's mother, [redacted]. The father of the minor is deceased, and a Death Certificate was filed in this matter.

The Petitioner testified at the initial hearing on this matter that she has been caring for the child since her arrival in Florida and in [redacted], she enrolled her in the [redacted] County Public School System, where she is currently receiving educational services through what was described as a tutor-based education. The description adheres to the English Language Learners (E.L.L.)

programs that exist as part of the Florida Department of Education system *Fla. Admin. Code* R 6A-6.0902. She did not believe the child had legal status.

At the final hearing regarding the adoption, a question arose as to whether the Court has jurisdiction to rule on the pending adoption issue because of the dubious immigration status of the child.

ARGUMENT

THIS COURT HAS THE JURISDICTION TO ADJUDICATE THE ISSUE OF ADOPTION NOTWITHSTANDING THE LEGAL IMMIGRATION STATUS OF THE MINOR.

In matters of adoption, section 63.022(2), Fla. Stat (2022) provides that the Circuit Court has jurisdiction. The statute governing adoption vests jurisdiction in the Circuit court over parties residing in the State of Florida *Makaros v. Cichocki*, 159 F.3d 957 (Fla 5th DCA 2015).

The major consideration for the court in determining whether to grant an adoption is the best interest of the child. Florida courts have deemed that adoption is the civil proceeding intended to serve those ends. *Rushing v. Bosse*, 652 So.2d 869 (Fla. 4th DCA 1995). In re Adoption of DPP, 158 So. 3d 633 (Fla. 5th DCA 2014). As the Florida Supreme Court has held, "In deciding an adoption petition, the focal issue is the fitness and appropriateness of the petitioners as adopting parents and whether creating the adoptive family composed of the petitioners and children is in the children's best interest...." *GS et al v. TB et al*, 985 So. 2d 978 (Fla 2008)

Although the Federal Government and Federal Courts are vested with making determinations concerning immigration and/or citizenship status, there is no federal preemption of jurisdiction regarding parties residing within a state in adoption proceedings which would override a state court decision to grant an adoption. A party's citizenship or immigration status is a determination that lies solely within Federal jurisdiction. Additionally, it is not recommended that Courts elicit information from a party regarding immigration status. Such an inquiry could subject a party to federal criminal or civil penalties. Further, such inquiry does not tend to establish the basis of deciding whether an adoption is in the best interests of the minor child.

The Petitioner in this case is not asking this Court to determine citizenship status, nor should the Court be concerned with "motive" if it finds that it is within the best interests of the minor to be adopted by the Petitioner. *F.L.M. v. Department of Children and Families*, 912 So. 2d 1264 (Fla 4th DCA 2005) [Held that the dependency status should be granted where the child meets the statutory requirement therefor, and the Court should not base its determination on other potential motives for seeking the legal status].

WHEREFORE based on the cases and statutory authority cited above the Petitioner requests that this Honorable Court find that that it is in the minor Child's best interest for this court to Grant the Petition for Adoption and that she is a fit and proper person to parent the minor child.

Respectfully submitted,

Florida Rural Legal Services, Inc.
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P.O. Box 4517 **(Mailing)**
Fort Pierce, FL 34948-4517
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By : /s/ Iola T. Mosley
Iola T. Mosley, Esq.
Florida Bar Number 710768
Attorney for Petitioner

FORT PIERCE, FLORIDA
CITY ATTORNEY
REFERENCE COMMENT SUMMARY

IOLA THOMAS MOSLEY

REFERENCES INCLUDE:
Florida State Rural Advocacy Director – Supervisor
Florida Rural Legal Services, Office Manager – Coworker
Florida Rural Legal Services, Staff Attorney - Subordinate

PROFESSIONAL STRENGTHS:
Leadership
Breadth of experience and knowledge
Staff management
Skilled trial attorney
Adept listener
Solution focused.
Intelligent with" an incredible memory"

PERSONALITY:
Even tempered.
Calm under pressure
Assertive when necessary
Enjoys community involvement.

INTERPERSONAL CHARACTERISTICS:
Clear and thorough communicator
Gets to the heart of issues.
Does her research - doesn't "shoot from the hip"

MANAGEMENT:
A team leadership style
Well organized
Supportive
An inspirational leader.

Iola Thomas Mosley

	Very strong evidence that skill is present (5 Points)	Strong evidence that skill is present (4 Points)	Some evidence that skill is present (3 Points)	Strong evidence that skill is not present (1-2 Points)	Very strong evidence that skill is not present (0 Points)	Insufficient evidence for or against skill (0 Points)
GENERAL IMPRESSIONS: Behavior and appearance appropriate to the job; poise, tact, neatness and grooming and professional maturity.						
BACKGROUND: Type of and quality of experience, appropriate education and reasons for job changes.						
PRESENTATION: Communication skills; ability to understand implications of questions and to make clear and direct replies; ability to select, organize and present ideas; clarity of speech and appropriate use of language.						
JOB EFFECTIVENESS: Ability to perform the duties of the job; industrious, dependable and properly assertive; ability to deal effectively with practical problems of the job; interpersonal skills appropriate for the job.						
ADMINISTRATION: Ability to perform in an administrative capacity; understanding of the principles and practices of management and leadership; ability to lead, direct, and coordinate the work of others; understanding of the political process and ability and willingness to work within it.						

Total Points_____

Comments

Interviewer Signature: _____

Date: _____

SLAVIN MANAGEMENT CONSULTANTS

CANDIDATE RANKING FORM

Place each candidate's name on this list in the order that you are most interested in having he or she continue in the process. The name of your first choice should be placed on the first line and the names of the others in descending order based on your level of interest in them. All candidates need to be ranked and tied rankings should be avoided.

1. _____

2. _____

3. _____

4. _____

CANDIDATE TABULATION FORM

Raters	#1	#2	#3	#4	#5	Total	Avg
CANDIDATES							
Anastasio, John							
Hasan, Rhonda							
Hedges, Sara							
Mosley, Iola							

ORDER BY RATINGS

Rank	Candidate Name	Average	Spread
1			Base
2			
3			
4			

SLAVIN MANAGEMENT CONSULTANTS

APPROPRIATE/INAPPROPRIATE QUESTIONS

SENSITIVE AREAS	UNLAWFUL INQUIRY	LAWFUL INQUIRY	FEDERAL GUIDELINE
1) Name	If your name has been legally changed, what was your former name? To ask if a woman is a Miss, Mrs. or Ms.	Have you ever worked for this organization under a different name? What is your maiden name? (May be asked of married female applicants if necessary to check educational or employment records.) Have you ever been convicted of a crime under another name?	Title VII
2) Age	Any questions which tend to identify applicants 40 to 70 years of age. To request birth certificate before hiring.	Are you over eighteen years of age? If hired, can you furnish proof of age? Statement that employment is subject to version that applicant's age meets legal requirements.	Age Discrimination Act of 1967
3) Citizenship	Are you a citizen of the United States? (Varies by State.) Are your parents or spouse citizens of the U. S.? On what dates did you, your parents, or your spouse acquire U. S. citizenship? Are you, your parents or spouse naturalized or native-born U. S. citizens? Proof of citizenship before hiring.	If you are not a U. S. citizen, do you have the legal right to remain permanently in the U. S.? What is your visa status? (If no to above.) Do you intend to remain permanently in the U. S.? Statement that employment is subject to verification of applicant's eligibility for employment under laws related to visa status.	Title VII
4) National Origin/ Ancestry	What is your nationality/lineage/ancestry/national origin/descent or parentage? How did you acquire the ability to speak, read or write a foreign language? How did you acquire the familiarity with a foreign country? What language is spoken in your native home? What is your native tongue? Place of birth? Ancestry of parents or spouse?	What language do you speak, read, or write fluently? Do you have special familiarity with any foreign country? What is the nature of that familiarity? (if yes to above.)	Title VII
5) Race or Color	Any question which directly or indirectly relates to race or color.	None, except for EEO record keeping. Make clear to applicant.	Title VII - Title IX
6) Religion	Do you attend religious services or a house of worship? What is your religious denomination or affiliation, church, parish, or pastor? What religious holidays do you observe? To request recommendations from church officials. To ask willingness to work any particular holidays.	Anticipated absenteeism from job.	Title VII - Title IX
7) Sex	Any inquiry as to sex, such as the following: Do you wish to be addressed as Mr. ?, Mrs. ?, Miss ?, or Ms. ?	None	Title VII - Title IX

SLAVIN MANAGEMENT CONSULTANTS

SENSITIVE AREAS	UNLAWFUL INQUIRY	LAWFUL INQUIRY	FEDERAL GUIDELINE
8) Pregnancy	What are your plans regarding having children in the future? Do you have the capacity to reproduce?	Whether applicant has responsibilities or commitments which prevent him/her from meeting work schedules (if asked of all applicants).	Title VII - Title IX
9) Relatives/Marital Status	What is your marital status? (if over 18) What is the name or address of relative/spouse/children? With whom do you reside? Do you live with your parents? What are the ages of your children? Child care plans? Spouses job or salary?	What are the names of relatives already employed by the company?	Title VII - Title IX
10) Physical Condition	Do you have any physical disabilities? What is your handicap? What caused your handicap? What is the prognosis of your handicap? Have you had any recent serious illness?	Do you have any physical condition which may limit your ability to perform the job applied for? Do you need any special accommodations to perform the job applied for? Explain how you would go about doing the job applied for. How many days did you lose from work (or school) during the past year (or other period of time)? Do you have a temporary disability that will require absence from work for an extended period? Statements that employment offer may be (is) made contingent on passing a medical evaluation.	Handicapped Discrimination Guidelines - Title VII Americans with Disabilities Act
11) Photographs	To request photographs before hiring. To take pictures of applicants during interviews.	None. Permissible to take *after hiring* for identification.	Title VII - Title IX
12) Physical Characteristics	Color of Eyes, Skin, hair.	Height and weight as a bona fide job qualification.	Title VII - Title IX
13) Education	Any question asking specifically for the nationality, racial or religious affiliation of a school.	Questions related to academic, vocational or professional education of an applicant including schools attended, degrees/diplomas received, dates of graduation and courses of study.	Title VII - Title IX
14) Military Status	Questions related to type of military discharge. Require Discharge Certificate before hiring, determine service in foreign country.	Questions related to applicant's work history. Questions related to applicants military experience and education in the Armed Forces of the U.S. or in a state militia (U.S.) as it would relate to a particular job.	EEOC Interpretation of Title IX
15) Organizations	To what organizations, clubs, societies and lodges do you belong? (See -LAWFUL INQUIRY-.)	To what organizations, clubs and lodges do you belong? Exclude those whose name or character indicates the race, religious creed, color, national origin or ancestry of its members.	Title VII - Title IX

SENSITIVE AREAS	UNLAWFUL INQUIRY	LAWFUL INQUIRY	FEDERAL GUIDELINE
16) Character, Arrests and Convictions	Have you ever been arrested? Data irrelevant to job. Conviction data irrelevant to job.	Have you ever been convicted of any crime? If so, when, where and disposition of case? Have you ever been convicted under any criminal law within the past five years (excluding minor traffic violations)? Any felony affecting state bonding or licensing related to job?	Title VII
17) Work Schedule & Traveling	Any question related to child care, ages of children, or other subject which is likely to be perceived by covered group members, especially women, as discriminatory.	Do you have any family, business, or social obligations that would prevent you from working consistently/working overtime/traveling?	Title VII
18) Relocation	Any questions related to spouse's attitudes or other subject which is likely to be perceived by covered group members, especially women, as discriminatory.	Do you have any family, business, or social obligations that would prevent you from relocating? Would you be willing to relocate?	Title VII
19) Creditor/ Garnishment	Refusal to hire on basis of poor credit rating.	As job related.	Title VII
20) Political Affiliation	What political party are you affiliated with? Who did you vote for in the last local/national election?	None	Title VII
21) Union Membership	Do you support unions? Have you ever been a member of a union? Would you ever go on strike?	None	Title VII
22) Miscellaneous	Any inquiry that is not job-related or necessary for determining an applicants potential for employment.	Statement or notice to applicant that any misstatements or omissions of significant facts in written application forms or in an interview may be cause for dismissal.	Title VII - Title IX