



City of North Port

RESOLUTION NO. 97-R-14

A RESOLUTION OF THE CITY OF NORTH PORT, FLORIDA TO ESTABLISH A CITIZEN TAX OVERSIGHT COMMITTEE FOR THE PURPOSE OF CONDUCTING AN ANNUAL REVIEW OF EXPENDITURES FROM THE ONE PERCENT (1%) LOCAL GOVERNMENT INFRASTRUCTURE SALES TAX AND ANY CHANGES MADE BY THE CITY COMMISSION, THE SARASOTA BOARD OF COUNTY COMMISSIONERS OR THE SARASOTA COUNTY SCHOOL BOARD TO INFRASTRUCTURE PROJECTS OR TO THE ALLOCATION OF SALES TAX PROCEEDS FOR THE SOLE PURPOSE OF ENSURING THAT ALL PROCEDURAL REQUIREMENTS HAVE BEEN FOLLOWED.

WHEREAS, in a special referendum election to be held on November 4, 1997, Sarasota County voters are to determine whether the Sarasota County one percent (1%) Local Government Infrastructure Sales Tax ("Sales Tax") shall be continued for a period of ten (10) years, commencing September 1, 1999; and

WHEREAS, it is in the best interests of the citizens of North Port that the Sales Tax be continued for ten (10) years, so as to enable the North Port City Commission to maintain acceptable levels of service; and

WHEREAS, it is likewise in the best interests of the citizens of North Port that the City Commission establish a Citizen Tax Oversight Committee (the "Committee") to ensure that the City Commission follows the procedural requirements for changing Sales Tax projects or for reallocating the Sales Tax proceeds, and to conduct an annual review of the Sales Tax expenditures; and

WHEREAS, Sarasota County Ordinance 97-083, relating to the Sales Tax, requires Municipalities and the School Board to establish by resolution the composition of their Citizen Tax Oversight Committees, terms of the

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Committee members, and Committee organization and procedures.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NORTH PORT, FLORIDA, TO WIT:

SECTION 1. The City Commission hereby establishes the North Port Citizen Tax Oversight Committee and approves the composition and terms of service criteria detailed in ATTACHMENT A, attached hereto and incorporated herein.

SECTION 2. The City Commission hereby approves the organization and procedures for the Committee detailed in ATTACHMENT B, attached hereto and incorporated herein.

SECTION 3. The City Commission hereby approves the powers, duties and responsibilities for the Committee detailed in ATTACHMENT C, attached hereto and incorporated herein.

SECTION 4. Commissioners and staff of the City of North Port shall cooperate with the Committee to accomplish the objectives and purposes of City of North Port Ordinance No. 97-20 and Sarasota County Ordinance 97-083.

SECTION 5. In conjunction with the City of North Port's annual independent audit, the Finance Department shall prepare and submit, for the Committee's review, a report accounting for all funds allocated to and expended upon projects contained in the City of North Port's infrastructure surtax projects list (*EXHIBIT A* of City Ordinance 97-20 and *EXHIBIT E* of County Ordinance 97-083).

SECTION 6. By no finding or provision of this Resolution does the North Port City Commission abrogate, or transfer to another body, any

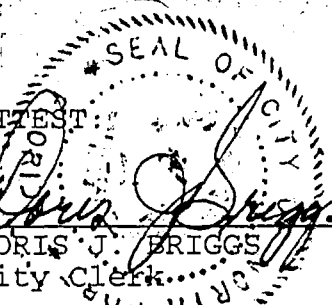
portion of the Commission's duties and responsibilities as the sole agency of fiscal and budgetary policy for the City of North Port, as provided in the North Port City Charter and the Laws of the State of Florida.

SECTION 7. This Resolution shall become effective immediately.

PASSED AND DULY ADOPTED by the City Commission of the City of North Port, Florida this 8th day of September, 1997.

CITY OF NORTH PORT, FLORIDA

Hazel Hardman
HAZEL HARDMAN, Commissioner
Chairperson

ATTEST:

Doris J. Briggs
DORIS J. BRIGGS
City Clerk

Approved as to form and correctness:
David M. Levin
DAVID M. LEVIN
City Attorney

ATTACHMENT A

NORTH PORT CITIZEN TAX OVERSIGHT COMMITTEE
COMPOSITION AND TERMS OF SERVICE

1. The Committee shall consist of seven (7) members to be selected by the Commission on an at-large basis.
2. All members shall be registered voters, each of whom has resided within the corporate limits of the City of North Port for at least one (1) year prior to his or her date of appointment.
3. To the greatest extent possible, members shall have experience and expertise in fiscal management, budget preparation and the scheduling and implementation of capital improvements.
4. To the greatest extent possible, the composition of the Citizens Tax Oversight Committee shall reflect the demographic diversity of the City of North Port.
5. Members' initial terms of service shall begin immediately following approval of the Sales Tax referendum.
6. Members shall be initially appointed for specific terms. After the initial appointments, all appointments shall be made for a term of two (2) years. The initial appointments shall be made as follows:
 - (a) Four (4) members shall initially be appointed to serve for three (3) -year terms.
 - (b) Three (3) members shall initially be appointed to serve for two (2) -year terms.
7. A member shall serve no more than two (2) consecutive terms.
8. All members shall serve without compensation and at the pleasure of the City Commission.
9. The Committee shall elect from its membership a Chairperson and Vice-Chairperson immediately at its first meeting, and shall elect such offices annually thereafter. The Vice-Chairperson shall serve as Chairperson in the latter's absence. Each Chairperson shall serve no more than one (1) year.
10. Any member who is absent for two (2) consecutive meetings shall be deemed to have vacated his or her position. The City Commission shall appoint qualified citizens to serve the remainder of the term of any vacated position.

ATTACHMENT B

ORGANIZATION AND PROCEDURES

1. At the call of the Chairperson, the Committee shall meet not less than once each year, promptly upon the issuance by the Finance Department of the annual report on the status of funds allocated to projects on the infrastructure projects list, as provided in Section 5 of this Resolution.
2. All meetings of the Committee shall be open to the public and held in accordance with the State Sunshine Law.
3. The specific dates and times for meetings shall be determined by the Committee. The Committee shall consider the calendars of the Finance Department and Clerk's Department in determining dates and times, and shall endeavor to avoid times that would require overtime for staff.
4. Notice of all regular meetings shall be published once in a newspaper of general circulation within the City of North Port.
5. All meetings shall be recorded and minutes shall be prepared by a Secretary appointed by the Committee from its membership.
6. The City shall provide administrative staff from the Finance Department to act as staff liaison to the Committee.
7. Four (4) appointees shall constitute a quorum.

ATTACHMENT C

POWERS, DUTIES AND RESPONSIBILITIES

The North Port Citizen Tax Oversight Committee shall have the following powers, duties and responsibilities:

1. To conduct an annual review of expenditures made by the North Port City Commission from the Sales Tax proceeds to ensure that expenditures have been made in accordance with the City of North Port's infrastructure projects list and any changes thereto.
2. To review any changes made by the North Port City Commission to the infrastructure projects or to the allocation of Sales Tax proceeds, for the sole purpose of ensuring that all procedural requirements have been followed.
3. To monitor the Sarasota School District's and the Sarasota Board of County Commissioners' Citizen Tax Oversight Committees' annual reviews of the District's and the County's infrastructure projects lists (*EXHIBITS A and B* of County Ordinance 97-083).
4. To publish a report of the Committee's findings, at City Government's expense, in a newspaper of general circulation within the City of North Port. At a minimum, this report shall contain:
 - (a) The Committee's findings as to whether or not the City Commission, the Board of County Commissioners and the School District have spent Sales Tax proceeds in accordance with their infrastructure projects lists.
 - (b) An explanation of any changes to the projects lists.
 - (c) The Committee's finding as to whether or not changes to the projects lists were made according to established procedural requirements and in duly-advertised meetings of the City Commission, the Board of County Commissioners and the Sarasota County School Board, during which the public was given the opportunity to comment on these changes.
5. To familiarize themselves with the budget processes of the City of North Port and the Sarasota County School District.