

**BACK-UP MATERIALS INCLUDED WITH
AGENDA REQUEST FOR
PROPOSED RESOLUTION 26R-3375**

1. Proposed Resolution to amend the fiscal year 2025-26 budget (page 2-3)

2. Exhibit “A”, Which list the general ledger account numbers and the applicable appropriated expenses, revenue, and/or use of fund balance to amend the budget (page 4)

3. Department memo requesting the budget amendment (page 6-8)

Approved 5-0

RESOLUTION NO. 26R-3375

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA AMENDING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025 BY PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS IN THE AMOUNTS IDENTIFIED IN EXHIBIT A; PROVIDING FOR SEVERABILITY IF ANY OF THE PARTS HEREOF ARE DECLARED INVALID; PROVIDING FOR READING BY TITLE ONLY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Resolution No. 25R-3340 the City has adopted a budget for the fiscal year beginning on October 1, 2025 and ending on September 30, 2026; and

WHEREAS, the City needs to amend said budget so as to provide for supplemental appropriations in the amounts identified in Exhibit A; and

WHEREAS, Section 166.241 (4) (c) Florida Statutes requires such a budget amendment be adopted in the same manner as the original budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF SARASOTA, FLORIDA:

Section 1. The budget for the fiscal year commencing October 1, 2025 is hereby amended by providing for supplemental appropriations in the amounts identified in Exhibit A.

Section 2. Should any section, sentence, clause, part or provision of this Resolution be declared invalid or unenforceable, by a court of competent jurisdiction, the same shall not affect the validity of this Resolution as a whole, or any part hereof other than the part declared to be invalid. Said provision declared to be invalid shall be deemed severed from the remaining provisions of this Resolution.

Section 3. Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. This Resolution shall take effect immediately upon adoption.

ADOPTED by the City Commission of the City of Sarasota, upon reading by title only, after posting on the bulletin board at City Hall for at least three (3) days prior to adoption, as provided by Article IV, Section 2 of the Charter of the City of Sarasota, this 2nd day of February 2026.

Debbie Trice, Mayor

ATTEST:

Shayla Griggs
City Auditor and Clerk

Mayor Trice
Vice Mayor Ohlrich
Commissioner Ahearn-Koch
Commissioner Battie
Commissioner Alpert

EXHIBIT A
City of Sarasota
Budget Amendments for 2025-26

Back up #	Cost Center	Program	Spend/Revenue Category	Grant/Project	Appropriated Expense	Appropriated Revenue	Use of Fund Balance
<i>F.1000 General Fund</i>							
02/02-01							
	Unclassified Admin	Unclassified Admin	Motor Vehicle Maintenance		\$ (25,000)		
	Unclassified Admin	Unclassified Admin	Transfers Out		\$ 25,000		
<i>F.5002 Information Technology Fund</i>							
	Information Technology	Information Technology	Transfers In			\$ 25,000	
	Information Technology	Information Technology	Computer and Software Maintenance		\$ 25,000		

Description: to increase the expenditure budget for higher than anticipated Workday Subscription and service fees

DEPARTMENT MEMO



Interoffice Memorandum

To: City Commission

From: Kelly Strickland, Director of Financial Administration

Subject: Budget Amendment – Increased Workday Costs

Date: 1/16/2026

As discussed in the additional memo, the 2025 Workday subscription and service fees were higher than anticipated. A budget amendment of \$25,000 is needed to cover these additional costs. Funds will be transferred from the General Fund Unclassified Administration budget for damaged vehicle repairs.

Please accept this budget amendment in the following account structure:

Fund	CC/Program	Spend/Revenue Category	Revenue	Expense Amount	Use of Fund Balance
F.1000 General Fund	Unclassified Admin/Unclassified Admin	Motor Vehicle Maintenance		-25,000	
F.1000 General Fund	Unclassified Admin/Unclassified Admin	Transfers Out		25,000	
F.5002 Information Technology	Information Technology/Information Technology	Transfers In	25,000		
F.5002 Information Technology	Information Technology/Information Technology	Computer & Software Maintenance		25,000	



1565 First Street, Sarasota, Florida 34236
941-263-6000

December 11, 2025

To: Kelly Strickland, Dir Financial Administration

From: Herminio Rodriguez, Dir Information Tech c//R

Date: December 10, 2025

Subject: Justification for Increased Workday Subscription and Service Fees in 2025

Dear Kelly,

I'm writing to provide a detailed justification for the increased costs reflected in our 2025 subscription and service fees compared to 2024. While we had budgeted \$150,000, anticipating a 7% rise, the final figure, double checked twice with Workday came in at \$174,667.90, which is a 24.79% increase.

The rise is driven by several key operational and structural factors outlined below:

1. Growth in Full-Service Employee (FSE) Headcount

- 2024: 897 FSEs (+139 from baseline) - \$79,611
- 2025: 925 FSEs (+167 from baseline)- \$95,648
- Impact: The increase of 28 FSEs year-over-year resulted in a \$16,037 rise in prorated subscription fees.

2. Growth Fees

- 2024 Base Fee: \$139,968
- 2025 Base Fee: \$158,789
- Workday Success Plan (WSP) Fee (2025 only): \$15,878.90
- Total 2025 Growth Fee: \$174,667.90
- Impact: The addition of the WSP fee and base growth increase led to a \$34,699.90 rise over 2024.



3. Transaction-Based Service Fees

- EXP Transactions: 6,042 (2024) - 6,060 (2025) - *Minimal impact*
 - INV Transactions: 1,731 (2024) - 2,118 (2025) - *Moderate impact*
 - Impact: The 387 additional inventory transactions contributed to higher prorated service fees.
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4. Stock Keeping Unit (SKU) Expansion

- 2024 SKUs: EXP, INV
 - 2025 SKUs: CHCM, TLO, LRN, MCNF, REC, FIN, GM, PLNF, PRA, PRJT, TT, EXP, PRO, INV
 - Impact: The broader SKU list reflects expanded module usage, increasing both subscription and growth fee bases.
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The increased costs in 2025 are primarily due to a rise in Full-Service Employee (FSE) headcount, which expanded the subscription base, along with broader SKU coverage reflecting additional service modules. A new WSP fee introduced this year added to the growth charges, and a noticeable uptick in inventory transactions further contributed to the overall cost increase.

These changes reflect our scaling operations and expanded service utilization, which are essential to supporting departmental growth and efficiency.

Please let me know if you'd like to discuss this further or need additional documentation.

Best regards,

Herminio Rodriguez
Dir Information Tech