

Resolution No. 3056

A Resolution of the City of Sanford, Florida, amending The City's annual operating budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022; providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date,

**Whereas**, the Commission of the City of Sanford, Florida has adopted an annual Operating budget for the fiscal year beginning October 1, 2021, and terminating on September 30, 2022, specifying certain projects revenues and expenditures for the Operations of Sanford Municipal government; and

**Whereas**, the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditure with its allocated budget level and exercise prudence in expending funds during the course of the City's fiscal year; and

**Whereas**, from time-to-time circumstances and events may require that the original City budget may need revision; and

**Whereas**, the City Commission, in its judgement and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

**Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:**

**Section 1. Adoption of Budget Amendment.**

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The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2021, and terminating on September 30, 2022 is hereby revised and Amended by Attachment "A". The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2021, and terminating on September 30, 2022, shall remain in full force and effect.

**Section 2. Implementing administrative actions.**

The City Manager, or designee, is hereby authorized and directed to implement The provisions of this Resolution by means of such administrative actions as may be

deemed necessary and appropriate.

**Section 3. Savings**

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed.

**Section 4. Conflicts.**

All resolutions or part of resolutions in conflict with this Resolution are hereby repealed.

**Section 5. Severability.**

If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

**Section 6. Effective Date.**

This Resolution shall become effective immediately upon enactment.

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Passed and adopted the 8<sup>th</sup> day of August 2022.

Attest

Cathy Lotempio

Traci Houchin, MMC, FCRM  
City Clerk

Cathy Lotempio, Deputy City Clerk

For use and reliance of the Sanford  
City Commission only.

Approved as to form and legality.

William Colbert

William Colbert, City Attorney

City Commission of the City of Sanford

Art Woodruff

Art Woodruff, Mayor







CITY OF  
**SANFORD**  
FLORIDA



**APPROVED**

WS \_\_ RM X

Item No. 80J

**CITY COMMISSION MEMORANDUM 22-198**  
**AUGUST 8, 2022 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Nicole J. Osburn, Community Relations and Neighborhood Engagement Director  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Budget Amendment Resolution No. 3056; Allocating Prior Years Unspent U.S. Department of Housing and Urban Development Community Development Block Grant Program Funds

**STRATEGIC PRIORITIES:**

- Unify Downtown & the Waterfront
- Promote the City's Distinct Culture
- Update Regulatory Framework
- Redevelop and Revitalize Disadvantaged Communities

**SYNOPSIS:**

Approve Resolution No. 3056, to amend the budget in association with previously approved but unspent allocations from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant Program (CDBG) is requested.

**FISCAL/STAFFING STATEMENT:**

The City of Sanford is an "Entitlement Jurisdiction" with HUD and as such receives an annual allocation of CDBG funds for selected programs that benefit low and moderate income individuals, that include administration and planning, housing rehabilitation and reconstruction, public services, economic development, and public facilities. A maximum of 20% of the annual allocation can be used for administration and planning. The budgetary impact to the city associated with the amendment is included in the annual HUD/CDBG allocation. The City of Sanford has unspent CDBG allocations dating back to 2015 - 2019 totaling \$614,698. This amendment proposes to reallocate the funds to the 2022 budget to be spent on current activities.

**BACKGROUND:**

In 2010 the City of Sanford became an Entitlement Jurisdiction and ceased participation in the Seminole County Urban County Entitlement Jurisdiction. In August of 2010 the City of Sanford submitted to HUD its first Five-Year 2010-2014 CDBG Consolidated Plan and in October of 2010 HUD approved the Five-Year Consolidated Plan.

Based on a HUD Monitoring Report received in June of 2013, it was noted: "The City of Sanford does not have the staff capacity to continue to administer the CDBG program under the current staffing structure. The City should consider restructuring how they are administering their current

CDBG program, to accommodate for staff experience and capacity. HUD recommends expanding the role of the sub-recipients and contracting with consultants for regulatory expertise.”

After exploring the cost of restructuring, the cost of additional staff and the anticipated decrease in CDBG funding for small entitlement communities, in November of 2013 the City initiated conversations with Seminole County to administer the City’s CDBG program. After several months of negotiations, at the June 9, 2014, the City Commission approved the Interlocal Agreement and Seminole County Department of Community Services assumed the day-to-day responsibility for City’s CDBG program.

On September 11, 2017, the City Commission approved the extension of the Interlocal Agreement.

In 2018, due to several developments in the City such as, strategic realignments of functions and services, future directions proposed for Goldsboro in the Goldsboro Transformation Plan, enhanced focus on affordable housing and infill housing, proposed rezoning and economic development concentration for Goldsboro. The aforementioned changes combined with the increasing amount of CDBG funds not being spent each year caused the City to reevaluate the Interlocal Agreement.

After months of discussions and reassessment of the best interest of the City, the City Commission approved Memorandum 19-148.C terminating the Interlocal Agreement with Seminole County for the administration of the City’s CDBG program effective September 30, 2019. At the time of the termination of the agreement there were unspent funds for 2014, 2015, 2016, 2017, and 2018. The unspent funds are the subject of this budget amendment. Also included in the amendment is unspent funds from 2019. The amendment recognizes the unspent funds from prior years in the budget and would like them available for current CDBG activities.

Attached is HUD Integrated Disbursements and Information System report listing the complete grant history for the City of Sanford’s CDBG program. The unspent and proposed reallocated funds totaling \$584,288.36 are highlighted on the report.

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

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**RECOMMENDATION:**

Staff recommends that the City Commission approve Resolution No. 3056, to amend the 2022 budget, in the amount of \$584,288.36, for CDBG activities.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 3056, to amend the budget in the amount of \$584,288.36, for CDBG activities. “

Attachments: Resolution No. 3056  
Integrated Disbursement Information System Grants Report