

## Resolution No. 3072

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023; 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, 2022 and terminating on September 30, 2023 specifying certain projected 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 expenditures within its allocated budgeted 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 judgment 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.**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2022 and terminating on September 30, 2023 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, 2022 and

terminating on September 30, 2023 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 not 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.

**Passed and adopted this 10<sup>th</sup> day of October 2022.**

*Attest:*

**City Commission of the City of  
Sanford**

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Traci Houchin, MMC, FCRM  
City Clerk

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Art Woodruff, Mayor

For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

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William Colbert, City Attorney

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2023  
Department: Police

Division: Police

10/10/2022

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
360	0000	<del>330</del>	20	24				\$ 39,732	39,732
		331							
<b>TOTAL CHANGES IN REVENUES</b>								<b>\$ 39,732</b>	

**CHANGES IN EXPENDITURES**

EXPENDITURE ACCOUNT NUMBER						Current	Current	Amount of	Remaining	
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Change	Balance
360	2020	521	52	00					39,732.00	39,732
							\$ -		-	-
							\$ -		-	-
<b>TOTAL CHANGES IN EXPENDITURES</b>								<b>\$ 39,732</b>		

REASON FOR AMENDMENT: Byrne Grant

DIRECTOR APPROVAL: 

DATE: 9/27/22

FINANCE APPROVAL: Cynthia Lindsay

DATE: 9/26/22

CITY MANAGER APPROVAL: 

DATE: 10/12/2022

CITY COMMISSION AGENDA DATE: \_\_\_\_\_

APPROVED \_\_\_\_\_

FOR FINANCE USE

Entry Date: 10/14/2022  
S. Posey

Batch Number: B# 0137

Document #: BA 01-101  
Res# 3072  
CCM#: 22-249



## Caldwell, Jennifer

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**From:** Default <do-not-reply@ojp.usdoj.gov>  
**Sent:** Friday, September 23, 2022 9:03 PM  
**To:** Lindsay, Cynthia; Caldwell, Jennifer; Caldwell, Jennifer  
**Subject:** DOJ Justice Grants System - Award Number 15PBJA-22-GG-02365-JAGX Notification

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**CAUTION:** This email originated from OUTSIDE the City of Sanford. DO NOT click links or open attachments unless you recognize and/or trust the sender.



Congratulations! Application GRANT13685795 submitted under the 2022 BJA FY 22 Edward Byrne Memorial Justice Assistance Grant Program - Local Solicitation has been selected for an award. Please log into Justice Grants System (JustGrants) at <https://justgrants.usdoj.gov> to see award details.

For assistance logging into JustGrants, contact [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175.

Prior to the Authorized Representative accepting the award, the Entity Administrator needs to assign a Financial Manager (responsible for submitting the Federal Financial Form), a Grant Award Administrator (responsible for submitting Grant Award Modifications, Performance Reports and Closeouts) and an Alternate Grant Award Administrator (responsible for submitting Grant Award Modifications) to the award.

To be eligible for payment, follow the Automated Standard Application for Payments (ASAP) recipient enrollment and login guidance at the JustGrants Website [www.justicegrants.usdoj.gov](http://www.justicegrants.usdoj.gov). Please do not reply to this message. You can contact your grant manager Tarasa Napolitano at 202-598-7372 and [Tarasa.Napolitano@usdoj.gov](mailto:Tarasa.Napolitano@usdoj.gov)

For more information go to [www.justicegrants.usdoj.gov](http://www.justicegrants.usdoj.gov)  
JustGrants is operated under the U.S. Department of Justice



**SANFORD POLICE DEPARTMENT  
PROGRAM NARRATIVE IN SUPPORT OF OUR 2022 EDWARD BYRNE  
JUSTICE ASSISTANCE GRANT LOCAL APPLICATION**

**Primary Grant Applicant:** City of Sanford, FL. Police Department

**Chief of Police:** Cecil E. Smith, Chief of Police

**Mayor:** Art Woodruff

**Preparer:** Jennifer Caldwell, Administrative Services Manager 407.688.5070 (X-5174)

**Title of the Project: BolaWrap Restraint Device**

**1. Description of the Issues:**

City of Sanford Police Department seeks an available alternative which can restrain an individual, from a safe distance, who may pose a danger to themselves or others, is non-violently resisting an officer, or a subject with a mental illness which, if a hands-on approach was attempted, may exacerbate the person's mental instability causing potential injury to all involved.

**2. Project Design and Implementation:**

Currently, City of Sanford Police Department retains 36 BolaWrap restraint devices which are issued to approximately one-half of Patrol Division—also considered the first line of defense for city-wide calls for service. Increasing our BolaWrap restraint device inventory would allow all patrol officers the use of a safe and effective restraint tool without the need to use physical force or other less-lethal measures unless an incident dictates such necessity. BolaWrap devices are efficient restraint instruments when verbal de-escalation methods are ineffective yet less-lethal measures are not warranted. Use of the restraint device will decrease injury potential for both the officer and the subject encountered, as well as other bystanders. This can also reduce worker's compensations claims and possible city liability. BolaWrap allows an officer to restrain a subject who may be enduring a manic or mental episode, resisting an officer without violence, or threatening harm to themselves or others in the vicinity. City of Sanford Police Department has documented written policy and procedure which governs use of BolaWrap restraint device. Required instruction on function, use, and safety measures are provided to every officer before issuance of BolaWrap restraint device as provided by Wrap Technologies—governing entity of BolaWrap. Recently, City of Sanford officers effectively deployed two BolaWrap cassettes on a resistant, non-combative individual believed to be under the influence of illicit narcotics. The subject was taken into custody safely and without direct injury to himself, officers, or others.

**Project Identifiers:**

Equipment--General.

**Capabilities and Competencies:**

BolaWrap is a restraint device that deploys a 7.5 foot Kevlar rope which wraps around an individual's lower arm base or thigh-to-ankle base. The Kevlar rope employs 230 pounds of pressure around the body when deployed at a distance of 15-20 feet for full effectiveness. The City of Sanford Police Department is committed to continually providing a safe and welcoming environment for our citizens and visitors. Our goal is to use responsive measures to incidents only as the response to resistance dictates. BolaWrap restraint devices bridge the gap between an officer's verbal de-escalation tactics and less-lethal methods; thereby allowing use of a safer alternative with the least amount of force necessary. The physical distance Bolawrap restraints provide between an officer and subject also increases safety measures. It has been shown that BolaWrap cassette deployment on a person causes a "stunned" effect which allows officers to quickly move in and handcuff the subject before self-realization of what just transpired. Evidence-based research has proven the use of BolaWrap restraint devices has effectively de-escalated several incidents which may have otherwise caused injury due to a physical "hands-on" approach or use of less-lethal and lethal measures.

**3. Plan for Collecting the Data for this Solicitation's Performance Measures:**

**Primary Goal:** City of Sanford Police Department's primary goal is to equip all patrol officers with a Bolawrap restraint device.

**Objectives:** City of Sanford Police Department seeks to outfit the Patrol division with Bolawrap restraint devices over the next two years. The objective is to reduce officer incidents involving physical response measures as well as decrease less-lethal, or lethal, response to resistance from non-combative and/or mentally compromised persons—while increasing overall safety.

**Deliverables:** Our empirical collection methodology will consist of measuring the number of hours in training and collecting Response to Resistance incidents when a Bolawrap restraint device was used.

**Strategy:** City of Sanford Police Department strategizes to procure and provide equipment and any applicable instruction as required for device usage. Watch Commanders will collect the described empirical performance data and record it in their daily reports. Data obtained will be correlated and entered into City of Sanford Police Department's quarterly and annual reports. The Administrative Services Manager will submit the collected data within the quarterly grant performance reports.



Purpose Area #4

## Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N  
 (DOJ Financial Guide, Section 3.10)

**A. Personnel**

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/positi</i>				
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost
						\$0
<b>Total(s)</b>						<b>\$0</b>
<b>Narrative</b>						

Purpose Area #4

<b>B. Fringe Benefits</b>			
<b>Name</b> <i>List each grant-supported position receiving fringe benefits.</i>		<b>Computation</b> <i>Show the basis for computation.</i>	
		<i>Base</i>	<i>Rate</i>
			<i>Total Cost</i>
			\$0
<b>Total(s)</b>			<b>\$0</b>
<b>Narrative</b>			

Purpose Area #4

<b>C. Travel</b>								
<b>Purpose of Travel</b>	<b>Location</b>	<b>Type of Expense</b>	<b>Basis</b>	<b>Computation</b>				
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number</i>				
				<b>Cost</b>	<b>Quantity</b>	<b># of Staff</b>	<b># of Trips</b>	<b>Total Cost</b>
			N/A					\$0
<b>Total(s)</b>								<b>\$0</b>
<b>Narrative</b>								



Purpose Area #4

<b>D. Equipment</b>			
<b>Item</b> <i>List and describe each item of equipment that will be purchased</i>	<b>Computation</b> <i>Compute the cost (e.g., the number of each item to be purchased X the cost p</i>		
	<b># of Items</b>	<b>Unit Cost</b>	<b>Total Cost</b>
Bolawrap	43	\$924.00	\$39,732
		<b>Total(s)</b>	<b>\$39,732</b>
<b>Narrative</b>			

Increasing the amount of Bolawraps in the department would allow for half of our patrol force this dynamic restraint device.

Purpose Area #4

<b>E. Supplies</b>			
<b>Supply Items</b> <i>Provide a list of the types of items to be purchased with grant funds.</i>		<b>Computation</b> <i>Describe the item and the compute the costs. Computation: The number of each item to be purch</i>	
		<i># of Items</i>	<i>Unit Cost</i>
			\$0
		<b>Total(s)</b>	<b>\$0</b>
<b>Narrative</b>			

Purpose Area #4

<b>F. Construction</b>				
<b>Purpose</b> <i>Provide the purpose of the construction</i>	<b>Description of Work</b> <i>Describe the construction project(s)</i>	<b>Computation</b> <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>		
		<b># of Items</b>	<b>Cost</b>	<b>Total Cost</b>
				\$0
				<b>Total(s)</b> \$0
<b>Narrative</b>				





Purpose Area #4

**H. Procurement Contracts**

Description	Purpose	Consultant?	
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>	
			<b>Total Cost</b>
			<b>Total(s) \$0</b>

**Consultant Travel (if necessary)**

Purpose of Travel	Location	Type of Expense	Computation			
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the</i>			
			Cost	Duration or Distance	# of Staff	Total Cost

Purpose Area #4

						\$0
<b>Total</b>						\$0

**Narrative**

**I. Other Costs**

<b>Description</b> <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	<b>Computation</b> <i>Show the basis for computation</i>				
	<b>Quantity</b>	<b>Basis</b>	<b>Cost</b>	<b>Length of Time</b>	<b>Total Cost</b>
					\$0
<b>Total(s)</b>					\$0

**Narrative**



Purpose Area #4

<b>J. Indirect Costs</b>			
<b>Description</b> <i>Describe what the approved rate is and how it is applied.</i>	<b>Computation</b> <i>Compute the indirect costs for those portions of the program which allow suc</i>		
	<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>
			\$0
		<b>Total(s)</b>	<b>\$0</b>
<b>Narrative</b>			

Purpose Area #4

on.	
<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0

Purpose Area #4

<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0

Purpose Area #4

<i>Number of people traveling.</i>	
<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0

Purpose Area #4

<i>er item;</i>	
<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$39,732
<b>\$0</b>	<b>\$39,732</b>



Purpose Area #4

<i>based X the cost per item.</i>	
<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0

Purpose Area #4

<i>per item;</i>	
<b>Non-Federal Contribution</b>	<b>Federal Request</b>
	\$0
<b>\$0</b>	<b>\$0</b>

Purpose Area #4

<b>Non-Federal Contribution</b>	<b>Federal Request</b>
	\$0
\$0	\$0
<i>number of people traveling.</i>	
<b>Non-Federal Contribution</b>	<b>Federal Request</b>
	\$0
\$0	\$0

Purpose Area #4


<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0

*number of people traveling.*

<i>Non-Federal Contribution</i>	<i>Federal Request</i>
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Purpose Area #4

<i>h costs.</i>	
<i>Non-Federal Contribution</i>	<i>Federal Request</i>
	\$0
\$0	\$0



CITY OF  
**SANFORD**  
FLORIDA



APPROVED  
*[Signature]*

WS \_\_\_ RM X

Item No. 8.D

**CITY COMMISSION MEMORANDUM 22-249  
OCTOBER 10, 2022 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Jennifer Caldwell, Administrative Services Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Authorization to accept the 2022 Edward Byrne Memorial Justice Assistance Grant

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approve Resolution No. 3072, to amend the budget and accept the awarded 2022 Edward Byrne Memorial Justice Assistance Grant is requested.

**FISCAL/STAFFING STATEMENT:**

The Sanford Police Department was awarded 2022 Edward Byrne Memorial Justice Assistance Grant. The total grant eligibility is \$39,732.

**BACKGROUND:**

In alignment with the Sanford Police Department's strategic goal to provide BolaWrap to each Patrol Officer. Increasing our BolaWrap restraint device inventory would allow all patrol officers the use of a safe and effective restraint tool without the need to use physical force or other less-lethal measures unless an incident dictates such necessity. BolaWrap devices are efficient restraint instruments when verbal de-escalation methods are ineffective yet less-lethal measures are not warranted. Use of the restraint device will decrease injury potential for both the officer and the subject encountered, as well as other bystanders. This can also reduce worker's compensations claims and possible City liability. BolaWrap allows an officer to restrain a subject who may be enduring a manic or mental episode, resisting an officer without violence, or threatening harm to themselves or others in the vicinity. City of Sanford Police Department has documented written policy and procedure which governs use of BolaWrap restraint device.

**LEGAL REVIEW:**

The office of the City Attorney has reviewed.

**RECOMMENDATION:**

City staff recommends that the City Commission approve Resolution No. 3072 to amend the budget and award the Police Department the 2022 Edward Byrne Memorial Justice Assistance Grant in the amount of \$39,732.

**SUGGESTED MOTION:**

“I move approve Resolution No. 3072 and award the Police Department the 2022 Edward Byrne Memorial Justice Assistance Grant.”

- ATTACHMENTS:**
- (1). GMS Award Package.
  - (2). Program Narrative.
  - (3). Budget Details and Narrative.
  - (4). Resolution No. 3072