

## Resolution No. 2024-3253

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024; 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, 2023 and terminating on September 30, 2024 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, 2023 and terminating on September 30, 2024 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, 2023 and

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, 2023 and terminating on September 30, 2024 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 to implement the utilities, repair and maintenance funding.

**Section 3. Savings.**

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities pertaining to Go utilities, repair and maintenance funding 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 24<sup>th</sup> day of June, 2024.

Attest:

City Commission of the City of  
Sanford

*Cathy Lotempo*  
for Traci Houchin, City Clerk  
*Cathy Lotempo, Deputy City Clerk*  
For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

*[Signature]*  
Art Woodruff, Mayor



*[Signature]*  
William L. Colbert, City Attorney  
*KONDIE N. BROOK*  
*ACA*

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2024  
Department: PW-UTILITIES

Division: PLANTS

6.10.2024

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
451	0000	381	45	20	Utility O&M Fund/WW Cap	\$ -	\$ -	\$ 1,050,000	
<b>TOTAL CHANGES IN REVENUES</b>								<u>\$ 1,050,000</u>	

**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
452	7979	581	91	45		Intragovernmental Transfer/W/S Utility	\$ -	-	1,050,000	1,050,000
452	4527	536	63	00	WW1601	IMPROVE OTHER THAN BLDG	\$ 14,757,261	1,252,689	(650,000)	14,107,261
452	4529	536	63	00	WW0714	IMPROVE OTHER THAN BLDG	\$ 6,583,349	5,164,961	(400,000)	6,183,349
451	4527	536	46	00		REPAIR & MAINTENANCE	498,500	4,006	800,000	1,298,500
451	4529	536	46	00		REPAIR & MAINTENANCE	253,000	(11,075)	250,000	503,000
<b>TOTAL CHANGES IN EXPENDITURES</b>								<u>\$ 1,050,000</u>		

REASON FOR AMENDMENT: PLANTS REPAIR & MAINT.--THERMAER ODOR CONTROL, IFAS BASIN CLEANOUT

DIRECTOR APPROVAL: *Brynt Johnson* DATE: 06/12/2024  
Brynt Johnson (Jun 12, 2024 09:16 EDT)

FINANCE APPROVAL: *Cynthia Lindsay* DATE: 06/12/2024

CITY MANAGER APPROVAL: *Craig M. Redford* DATE: 06/12/2024

CITY COMMISSION AGENDA DATE: 6.24.2024

APPROVED *Yes*

RESO NO. 3253

FOR FINANCE USE

Entry Date: \_\_\_\_\_

Batch Number: \_\_\_\_\_

Document #: \_\_\_\_\_



CITY OF  
**SANFORD**  
FLORIDA



**APPROVED**  
*CS*

WS \_\_\_ RM x

Item No. 8-A

**CITY COMMISSION MEMORANDUM 24-168**  
**JUNE 24, 2024 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Richard Casella, Utility Plants Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Budget Amendment request; Resolution No. 2024-3253; \$1,050,000

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approve Resolution No. 2024-3253, to amend the budget in an amount not to exceed \$1,050,000 to increase the Utilities, Repair and Maintenance fund is requested.

**FISCAL/STAFFING STATEMENT:**

The estimated amount to increase the budget is \$1,050,000. Funds are available in the 2024 Capital Replacement Fund in the Fiscal Year 2023/2024 budget.

**BACKGROUND:**

The City has been cited for various violations under Consent Order OGC File No. 24-1290 and additional violations under Consent Order OGC File No. 22-0456 by the Florida Department of Environmental Protection (FDEP) for stipulated penalties. FDEP has required the City to complete the maintenance of the primary anoxic basins. On April 22, 2024, City Commission approved memorandum 24-108.G regarding a procurement to U.S. Submergent Technologies, LLC to remove the accumulated material from the Integrated Fixed Film Activated Sludge (IFAS) basins.

There are four IFAS basins and the removal of the accumulated material will aid in the wastewater treatment process which is an essential component of the treatment process. This process is used to remove dissolved organics from wastewater to make sure the nitrification and denitrification process is complete. The IFAS system, in combination with the aeration basins, keeps heavy solid materials such as sand, gravel, and cinders from accumulating during the wastewater treatment process. The IFAS aeration removal process is critical to prevent solids from accumulating and the loss of capacity in the process tanks and channels.

Additionally, Utilities staff is working diligently and making sufficient progress towards resolving the violations posed against the City from the FDEP by repairing and maintaining supplementary equipment which is causing budgetary constraints.

**LEGAL REVIEW:**

No legal review was requested by the City Attorney.

**RECOMMENDATION:**

Staff recommends that the City Commission approve Resolution No. 2024-3253, to amend the budget in an amount not to exceed \$1,050,000 to increase the Utilities, Repair & Maintenance fund.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 2024-3253, to amend the budget in an amount not to exceed \$1,050,000 to increase the to increase the Utilities, Utilities, Repair & Maintenance fund.

Attachments: (1.) Resolution No. 2024-3253 – Budget Amendment