

**Resolution No. 2024-3295**

**A resolution of the City Commission of the City of Sanford, Florida adopting a City budget for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025 with regard to the City of Sanford including revenues and expenditures and capital projects; providing for legislative/administrative findings; providing for delegation to, and implementing actions by, the City Manager; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.**

**Whereas**, in accordance with Article V of the *City Charter of the City of Sanford, Florida*, the City Manager of the City of Sanford, Florida has made and submitted to the City Commission of the City of Sanford, Florida an estimate for budget of revenues and expenditures of the City of Sanford, Florida for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025, and a Capital Budget, such estimate or budget having been made with particular application to the various departments of the City, a true copy of which is hereto attached and by reference made a part of this Resolution; and

**Whereas**, the City Commission of the City of Sanford, Florida, held a public hearing as required by Section 200.065, *Florida Statutes*, and other controlling law; and

**Whereas**, the City Commission of the City of Sanford, Florida, has engaged in budgetary and other fiscal management activities in the course of its regular operations and affairs as a local government of the State of Florida and all such matters have been accomplished in accordance with controlling law; and

**CERTIFIED COPY**  
**Cathy LoTempio**  
**Deputy City Clerk**  
**City of Sanford**

By Cathy LoTempio  
Date 9/23/24



**Whereas**, each and every item contained and set forth in the City budget prepared by the City Manager, which incorporates a complete financial plan of all City funds and activities for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025, has been carefully reviewed, evaluated and considered by the City Commission;

**Now, Therefore, Be It Resolved by the City Commission of the City of Sanford, Florida, as follows:**

**Section 1. Legislative/Administrative Findings.** The recitals set forth in the whereas clauses to this Resolution are hereby adopted as the legislative and administrative findings of the City Commission.

**Section 2. Adoption of City Budget.** The City of Sanford budget, as prepared and submitted by the City Manager to the City Commission, is hereby adopted as the budget for the City of Sanford, Florida, for the Fiscal Year beginning October 1, 2024 and ending September 30, 2025 as well as the capital budget as prepared and submitted by the City Manager to the City Commission.

**Section 3. Collection and Use of City Funds.** Upon collection of any revenues by City, the City Manager, or the Finance Director of the City, as directed by the City Manager, shall allocate from each dollar collected and received, the several amounts to the respective funds for purposes for which the same are hereby authorized and approved within the context of the adopted City budget.

**Section 4. Duties of the City Manager; Delegation of Authority.**

(a). The City Manager is authorized and directed to take any and all necessary actions as he may deem reasonably necessary in order to implement

the provisions of this Resolution. The City Commission hereby authorizes the City Manager, in accordance with the provisions of Section 5.07(d) of the *City Charter of the City of Sanford, Florida*,<sup>i</sup> to approve the transfer of budgeted funds within departments, offices or agencies of the City up to \$50,000 per item with the exception of administrative transfers during the Fiscal Year beginning October 1, 2024 and ending September 30, 2025.

(b). The City Manager may delegate such authority in appropriate circumstances as determined to exist from time-to-time consistent with sound public management and accountability practices and principles.

**Section 5. Savings.** The prior actions of the City of Sanford relating to the procedures, adoption and implementation of its tax rates, budgets and other fiscal matters are hereby ratified and affirmed.

**Section 6. Conflicts.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

**Section 7. Severability.** Should any section, paragraph, sentence, clause, phrase or other part of this Resolution be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of this Resolution as a whole or any portion thereof, other than the part so declared to be invalid.

**Section 8. Effective Date.** The provisions of this Resolution shall take effect immediately upon adoption.


**Passed and Adopted** this 23<sup>RD</sup> day of September, 2024.

ATTEST:

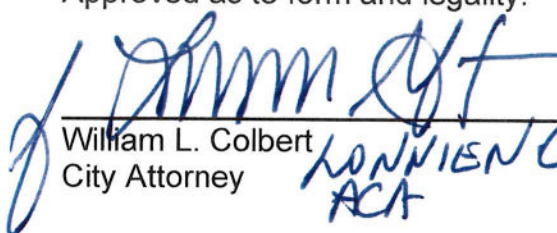
**City Commission of the City of Sanford**

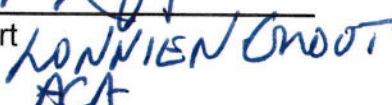
  
Traci Houchin, MMC, FCRM

City Clerk

  
Art Woodruff  
Mayor

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

  
William L. Colbert  
City Attorney

  
Lonnie O'Neal  
ACA

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<sup>i</sup> The provisions reads as follows: "Transfer of appropriations. At any time the City Manager may request that the Commission approve transfer of budgeted funds within, and/or between departments, offices, or agencies. Each request will be supported by written justification for the transfer."



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_\_ RM\_X\_

Item No. *Rm#7*

**CITY COMMISSION MEMORANDUM 24-266**  
**SEPTEMBER 23, 2024 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Cynthia Lindsay, Finance Director  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Final Public Hearing for Adoption of the 2025 Budget

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approval of the millage, operating and capital budgets as presented in compliance with Florida Truth-in-Millage statutes is requested.

**FISCAL/STAFFING STATEMENT:**

The proposed property tax (ad valorem) millage rate is 7.325, the same rate as last year. This rate, based on an increase of \$665 million in property values estimated for 2025, will be a 11.9% increase in property tax revenues for a total levy of \$42.06 million. Citywide operating expenditures will increase by \$22,051,717 or 11.8%. The budget exceeds \$208 million and provides all appropriations for the 2025 fiscal year by department, division and cost category.

**BACKGROUND:**

As required by the *City Charter*, the City Manager submitted a tentative annual budget and capital program for fiscal year 2025 to the City Commission at the beginning of July of this year. Subsequently, the Commission held a budget workshop to review and discuss the budget, relative to staffing, capital projects, operating issues and the funding available for all identified activities. On July 22, 2024, the Commission certified the time and place for a public hearing on the tentative millage and budget, scheduled for Monday, September 9, 2024, at 7 PM, notice of which was provided to all property owners on their County Truth-in-Millage notification.

To comply with statutory requirements, "prior to the conclusion of the hearing, the City Commission shall amend the tentative budget as it sees fit, re-compute its proposed millage rate, and publicly announce the percent, if any, by which it exceeds the rolled back rate and adopt the final budget." If no changes are made to the budget as presented, and no change is made to the millage rate of 7.325, then the proposed millage rate is a 6.7022% increase over the rolled-back rate of 6.8649 mills.

**LEGAL REVIEW:**

Both the millage and budget resolutions have been reviewed by the Assistant City Attorney.

**RECOMMENDATION:**

In accordance with statutory provision, the City Commission ***must*** complete the following:

- **Declare** the Public hearing on the millage and budget open. “This is the final public hearing on the City of Sanford’s 2025 Millage and 2025 Budget.” “The proposed millage of 7.325 is a 6.7022% increase over the rolled-back rate of 6.8649.”
- **Allow** public comment or questions on the proposed millage rate and budget.
- **City Commission discussion and action.** If the Commission changes the proposed millage rate, please follow the script procedures for change in millage rate. As a reminder, the millage rate can only be adjusted down at the final hearing and not up.
- **Adopt** the millage rate **FIRST, BY SEPARATE MOTION.**
- **Adopt** the budget **BY SEPARATE MOTION.**

**SUGGESTED MOTIONS:**

“I move to approve Resolution No. 2024-3294, establishing a millage of 7.325 for the fiscal year beginning October 1, 2024, and ending September 30, 2025.”

“I move to approve Resolution 2024-3295, establishing the operating budget and capital improvement plan, presented for the fiscal year beginning October 1, 2024, and ending September 30, 2025.”

Attachments: Millage Resolution No. 2024-3294  
Budget Resolution No. 2024-3295