

## **Resolution No. 2024-3312**

**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

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.

**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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 18<sup>th</sup> day of November, 2024.

Attest:

City Commission of the City of  
Sanford

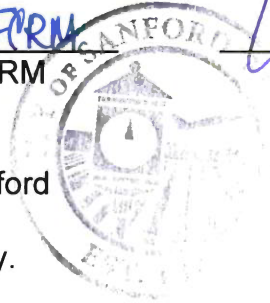
 MMC, FCRM

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 Colbert, City Attorney

City of Sanford  
ATTACHMENT A  
BUDGET AMENDMENT FISCAL YEAR 2023/2024

Account	Title	Original Budget	Increase/Decrease	Revised Budget
001-7979-581.91-05	Transfer to CDBG	30,221	50,000	80,221
001-0000-389.98-00	Use of Reserves	14,393,534	50,000	14,443,534
<b>Total Budget Amendment</b>			<b>50,000</b>	
Budget amendment for CDBG Fund				
001-5508-572.12-00	Salaries	1,229,627	182,000	1,411,627
001-0000-389.98-00	Use of Reserves	14,443,534	182,000	14,625,534
<b>Total Budget Amendment</b>			<b>182,000</b>	
Budget amendment for salaries				
323-0000-389.98-00	Use of Reserves	10,647,188	(4,000,000)	6,647,188
323-0000-381.13-08	Transfers In from 3rd Gen	-	4,000,000	4,000,000
<b>Total Budget Amendment</b>			<b>-</b>	
Budget amendment for Fire Station 40 use of 3rd Gen				
<b>Total Budget Amendment-General Funds</b>			<b>232,000</b>	
105-0000-381.01-00	Transfer from General Fund	30,221	50,000	80,221
105-0000-331.60-57	Program Income	-	50,000	50,000
<b>Total Budget Amendment</b>			<b>50,000</b>	
Budget amendment for administrative expenses in excess of grant				
104-0000-381.60-57	Program Income	-	65,000	65,000
104-0000-389.98-00	Use of Reserves	76,985	(76,985)	-
104-1104-554.31-00	Professional Services	71,835	(11,985)	59,850
<b>Total Budget Amendment</b>			<b>(11,985)</b>	
Budget amendment to correct use of Reserves				
108-0000-366.90-00	Contributions	500	4,500	5,000
108-2020-521.40-00	Travel	-	4,500	4,500
<b>Total Budget Amendment</b>			<b>4,500</b>	
Budget amendment to recognize revenue and expenditures				
156-0000-389.98-00	Transfer to Catalyst Fund	5,312,543	(7,470)	5,305,073
156-0108-552.12-00	Salaries	213,388	7,470	220,858
<b>Total Budget Amendment</b>			<b>-</b>	
Budget amendment to correct use of Reserves				
138-7979-581.91-20	Transfer to Debt Fund	-	4,000,000	4,000,000
138-0000-389.98-00	Use of Reserves	5,038,178	4,000,000	9,038,178
<b>Total Budget Amendment</b>			<b>4,000,000</b>	
Budget amendment for Fire Station 40 use of 3rd Gen				
<b>Total Budget Amendment-Special Revenue Funds</b>			<b>4,042,515</b>	
401-0000-343.40-01	Residential Fees	3,339,000	116,305	3,455,305
401-0000-343.40-02	Commercial Fees	3,613,658	306,770	3,920,428
401-4002-534.34-01	Hauler Fees	6,895,574	423,075	7,318,649
<b>Total Budget Amendment</b>			<b>423,075</b>	
Budget for Operational shortfalls				
460-0000-324.22-61	Commercial Fees	130,000	381,807	511,807
460-0000-389.98-00	Addition to Reserves	6,781,058	(381,807)	6,399,251
<b>Total Budget Amendment</b>			<b>-</b>	
Budget amendment to correct use of reserves				
<b>Total Budget Amendment-Enterprise Funds</b>			<b>423,075</b>	
<b>CITY-WIDE BUDGET AMENDMENT</b>			<b>4,697,590</b>	



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_\_ RM \_\_\_ x \_\_\_  
Item No. **8.F**

**CITY COMMISSION MEMORANDUM 24-329  
NOVEMBER 18, 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:** Year End Budget Adjustment

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approval of Resolution No. 2024-3312, to amend the budget increasing expenditures in the General Fund, CDBG Fund, Law Enforcement Trust Fund, 3<sup>rd</sup> Generation Sales Tax Fund, and Solid Waste Fund, these were offset by a reduction in the Neighborhood Stabilization (NSP) Grant Fund is requested.

**FISCAL/STAFFING STATEMENT:**

The proposed budget amendment will increase the FY 2023/2024 Citywide budget by \$4,697,590.

**BACKGROUND:**

The attached budget amendment is for the following:

1. **GENERAL FUND** A \$232,000 increase for a \$50,000 transfer to CDBG to cover administrative costs not covered by the grant, \$182,000 in Parks salaries.
2. **SPECIAL REVENUE FUNDS** A \$4,042,515 increase for \$50,000 the CDBG fund to cover administrative costs, \$4,500 increase to the Law Enforcement Trust Fund to cover travel costs, and a \$4,000,000 transfer to the Bond Construction Fund to help fund Fire Station 40. These increases were offset by a \$11,985 reduction in the NSP fund use of reserves.
3. **ENTERPRISE FUNDS** A \$423,075 increase to cover the hauler fee increase approved during FY 2024.

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

**RECOMMENDATION:**

It is staff's recommendation that the City Commission approve Resolution No. 2024-3312, amending the FY 2024 City budget by \$4,697,590.

**SUGGESTED MOTION:**

"I move to approve Resolution No. 2024-3312."

Attachments: Budget Resolution No. 2024-3312  
Attachment "A"