Resolution No. 2025-3403

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025 relating to transferring funds from the Utilities Capital Projects Account Improve Other than Bldg Project No. WW2500 to the Utilities Operating Repair and Maintenance and Professional Services accounts and relating to operating repair and maintenance procurement activities; 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, 2024, and terminating on September 30, 2025, 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 such as transferring funds from the Utilities Capital Projects Account Improve Other than Bldg Project No. WW2500 to the Utilities Operating Repair and Maintenance and Professional Services accounts and addressing operating repair and maintenance procurement activities; 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; Amending Utilities Capital Projects Account; Improve Other than Bldg Project No. WW2500; Amend The Utilities Operating Repair And Maintenance And Professional Services Accounts.

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2024, and terminating on September 30, 2025, is hereby revised and amended by Attachment "A". The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim which attachment relates to amending the Utilities Capital Projects Account/Improve Other than Bldg Project No. WW2500 and amending the Utilities Operating Repair And Maintenance and Professional Services accounts. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2024, and terminating on September 30, 2025, 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 include, but not be limited to, emergency procurement activity.

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 including, but not limited to the emergency procurement activity contemplated by this budget amendment.

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 adoption.

Passed and adopted this 28th day of July, 2025.

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.

Lindsay N. Greene
City Attorney

ATTACHMENT A
REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2025

Department: PW-UTILITIES **Division:** PLANTS 7.9.2025

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER										
Fund		Revenue	Act Cd	Ele	Project #	Revenue Account Title	Current Budget	Current Balance	Amount of Change	Adjusted Unrealized
451	0000	381	45	20		Utility O&M Fund/WW Cap	$ 7,764,511	$ 3,532,255	$ 300,000	3,232,255

TOTAL CHANGES IN REVENUES $ 300,000

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER										
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Current Budget	Current Balance	Amount of Change	Remaining Balance
452	7979	581	91	45		Intragovermental Transfer/W/S Utility	$ -	-	300,000	300,000
452	4527	536	63	00	WW2500	Improve Other than Bldg	$ 2,854,207	2,705,745	(300,000)	2,405,745
451	4527	536	31	00		Professional Services	$ 30,200	(1,694)	178,000	208,200
451	4527	536	46	00		Repair & Maintenance	$ 740,000	32,608	52,000	792,000
451	4529	536	46	00		Repair & Maintenance	260,000	(2,285)	70,000	330,000
										-

TOTAL CHANGES IN EXPENDITURES $ 300,000

REASON FOR AMENDMENT: Utilities Repair & Maintenance Operating Accounts

DIRECTOR APPROVAL: Brynt Johnson (Jul 10, 2025 10:03 EDT) **DATE:** 07/10/2025

FINANCE APPROVAL: Cynthia Lindsay **DATE:** 07/10/2025

CITY MANAGER APPROVAL: Craig M. Badgett **DATE:** 07/10/2025

CITY COMMISSION AGENDA DATE: 7.28.2025 **APPROVED** Y

FOR FINANCE USE

Entry Date: _____ **Batch Number:** _____ **Document #:** _____

APPROVED

CITY OF SANFORD FLORIDA

WS __ RM x_
Item No. 9.C

CITY COMMISSION MEMORANDUM 25-181
JULY 28, 2025, 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: Resolution No. 2025-3403; Budget Amendment $300,000

STRATEGIC PRIORITIES:

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

SYNOPSIS:

Requesting to approve Resolution No. 2025-3403, to amend the budget in the amount of $300,000 to increase the Utilities, Repair and Maintenance account and the Utilities, Professional Services account.

FISCAL/STAFFING STATEMENT:

Funds are available in the 2025 Capital Replacement Fund in the Fiscal Year 2024/2025 budget to be transferred to the Utilities, Repair & Maintenance account and the Utilities, Professional Services account.

BACKGROUND:

To address the City's regulatory violations, staff are actively engaged in replacing, repairing, and maintaining essential equipment. These significant efforts are, however, creating budgetary pressures. The proposed budget amendment is designed to secure funding for ongoing repair and maintenance at the North Water Reclamation Facility (NWRF) and our 80 City-owned lift stations.

Historically, the City Commission has empowered management and operational staff to handle emergencies swiftly, ensuring essential City services continue uninterrupted. This amendment proposes reallocating funds from Capital Utilities, Improve Other than Building (Project No. WW2500) to the Utilities, Repair & Maintenance and Professional Services funds.

LEGAL REVIEW:

The City Attorney has reviewed this agenda item and has no legal objection.

RECOMMENDATION:

City staff recommends that the City Commission approve Resolution No. 2025-3403, amending the City budget by $300,000 to increase funds in the Utilities, Repair & Maintenance account and Professional Services account.

SUGGESTED MOTION:

"I move to approve Resolution No. 2025-3403, as proposed.

Attachments: (1). Resolution No. 2025-3403 – Budget Amendment