

Resolution No. 3448

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026; 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, 2025 and terminating on September 30, 2026 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, 2025 and terminating on September 30, 2026 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, 2025 and

terminating on September 30, 2026 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 12th day of January 2026.

Attest:

City Commission of the City of Sanford

Traci Houchin

Traci Houchin, MMC, FCRM
City Clerk

Art Woodruff

Art Woodruff, Mayor



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

Lindsay N. Greene
Lindsay N. Greene, City Attorney

ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2026
Department: FIRE

Division: OPERATIONS

Date: 1/12/2026

BUDGET AMENDMENT

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER										
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title		Budget	Balance	Change	Balance
360	3001	522	64	00	FDEQP	Fire Control - Machinery & Equipment	\$ 970,440	\$ (215,318)	\$ 16,535	\$ (198,783)
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -
										\$ -

TOTAL CHANGES IN REVENUES \$ 16,535

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER											
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title		Budget	Balance	Change	Balance
360	3001	522	63	00	ST38	Fire Control - Improve Other Than Bldg		\$ -	\$ -	\$ 4,555	\$ 4,555
360	3001	522	63	00	ST32	Fire Control - Improve Other Than Bldg		-	-	11,980	\$ 11,980
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -

TOTAL CHANGES IN EXPENDITURES \$ 16,535

REASON FOR AMENDMENT: Purchase ST32 & ST38 Kitchen Remodel w/correct Project Code & Acct

DIRECTOR APPROVAL: *[Signature]* DATE: 1-6-2026

FINANCE APPROVAL: *[Signature]* DATE: _____

CITY MANAGER APPROVAL: *[Signature]* DATE: _____

CITY COMMISSION AGENDA DATE: Jan 13, 2026 APPROVED: *[Signature]*

FOR FINANCE USE

Entry Date: _____ Batch Number: _____ Document #: _____
 CCM#: _____
 RES#: _____



CITY OF
SANFORD
FLORIDA



APPROVED

WS RM X

Item No. 9.5

**CITY COMMISSION MEMORANDUM 26-018
JANUARY 12, 2026, AGENDA**

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Ronnie McNeil, Fire Chief, CFO
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Approval of Resolution No. 2026-3448

SYNOPSIS:

Requesting to approve Resolution No. 3448 to amend the capital budget in the amount of \$16,535 for the procurement of kitchen remodel for Fire Department Stations 32 and 38.

FISCAL/STAFFING STATEMENT:

Funding is available using Capital Machinery and Equipment funds once the FY2025 capital funds are rolled over to FY2026. The rolling over of the FY2025 capital funds is scheduled for approval at the January 26th City Commission meeting.

BACKGROUND:

The Fire Department was approved \$30,000 capital funds to remodel the kitchens at Stations 32 and 38. As a result of IRFQ 34/35-310 Fire Department Stations 32 and 38 Kitchen Remodels bidding process, the lowest responsive bid was \$46,535 which exceeds the project's current funds in the amount of \$16,353.

LEGAL REVIEW:

The City Attorney has reviewed this agenda item and has no legal objection, provided that the City's procurement and purchasing policies were adhered to.

RECOMMENDATION:

City Staff recommends that the City Commission approve Resolution No. 3448 to amend the budget for the procurement of kitchen remodels for Fire Department stations 32 and 38 in the amount of \$16,535.

SUGGESTED MOTION:

"I move to approve Resolution No. 3448 to amend the budget as proposed."

Attachments: Resolution No. 3448