

## Resolution No. 3196

**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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 8<sup>th</sup> day of January 2024.

Attest:

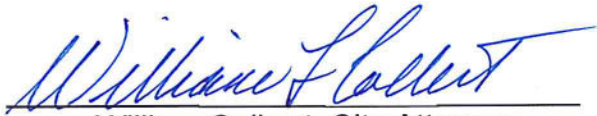
City Commission of the City of  
Sanford

  
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 Colbert, City Attorney

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 23/24  
Department: Development Services

Division: Building Division

12/17/2023

**CHANGES IN REVENUES**


REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
135	0000	389	98	00	Building Reserve			\$ 93,830	
<b>TOTAL CHANGES IN REVENUES</b>								<u>\$ 93,830</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
135	1114	524	46	00		Repair & Maintenance Services	\$ 61,494	9,460	93,830	
<b>TOTAL CHANGES IN EXPENDITURES</b>								<u>\$ 93,830</u>		

REASON FOR AMENDMENT: to pay for the continued implementation of Central Square

DIRECTOR APPROVAL:  DATE: 1-17-23

FINANCE APPROVAL:  DATE: 12/20/23

CITY MANAGER APPROVAL:  DATE: 1/2/2024

CITY COMMISSION AGENDA DATE: 1.8.2024 APPROVED Y

**FOR FINANCE USE**

Entry Date: \_\_\_\_\_ Batch Number: \_\_\_\_\_ Document #: \_\_\_\_\_



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_ RM X

Item No. 8.I

**CITY COMMISSION MEMORANDUM 24-015**  
**JANUARY 8, 2024 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Angela Adkins, Administrative Support Supervisor Development Services  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Budget Amendment for Building Reserve Fund

**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. 3196, to amend the budget in an amount of \$93,830 to increase the Building Funds repair and maintenance account is being requested.

**FISCAL/STAFFING STATEMENT:**

Funds are available in the Building Funds reserve account.

**BACKGROUND:**

The Department is requesting a transfer of \$93,830 for the continued project management, consulting, configuration, testing, training, and other services work necessary for the implementation of the Central Square database. Implementing Central Square to replace Citizenserve would bring conformity and unification within all the departments, increase the efficient processing of permitting, and enhance our accounting processes including the ability to give timely refunds.

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

**RECOMMENDATION:**

It is Staff's recommendation that the City Commission approve Resolution No. 3196, to amend the budgets for \$93,830 to increase the Building Division Funds repair and maintenance account.

**SUGGESTED MOTION:**

"I move to approve Resolution No. 3196, to amend the budget in an amount of \$93,830 to increase the Building Division Funds."

Attachments: Resolution No. 3196  
Budget Amendment