

## **Resolution No. 3202**

**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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 22<sup>nd</sup> day of January, 2024.

Attest:

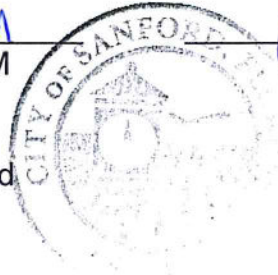
City Commission of the City of  
Sanford

*Traci Houchin MMC, FCRM*

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.

*William Colbert*  
William Colbert, City Attorney  
*Lonnie N. Groot*  
ACT

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2024  
Department: Community Relations

Division: CDBG

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
105	0000	331	54	00	Grant Funds	\$ 968,252	\$ 968,252	\$ 349,130	\$ 1,317,382
001	0000	389	98	00	Use of Reserves			30,221	
105	0000	381	01	00	Transfer from General Fund			30,221	
<b>TOTAL CHANGES IN REVENUES</b>								<b>\$ 409,572</b>	

**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
105	1105	554	83	05	17CDED		\$ -	\$ -	\$ 54,422	54,422
105	1105	554	83	01	17CDPF		-	-	35,000	35,000
105	1105	554	83	02	19CDPS		-	-	182	182
105	1105	554	83	05	19CDED		-	-	36,780	36,780
105	1105	554	83	03	20CDHI		-	-	35,229	35,229
105	1105	554	83	05	20CDED		-	-	50,000	50,000
105	1105	554	83	02	20CDPS		-	-	38,439	38,439
105	1105	554	83	05	20CDED		-	-	31,550	31,550
105	1105	554	83	03	21CDHI		-	-	86,139	86,139
105	1105	554	83	02	21CDPS		-	-	52,688	52,688
105	1105	554	83	05	21CDED		-	-	5,000	5,000
105	1105	554	83	01	21CDPF		-	-	75,000	75,000
105	1105	554	83	03	22CDHI		-	-	135,168	135,168
105	1105	554	83	02	22CDPS		-	-	5,919	5,919
105	1105	554	83	01	22CDPF		-	-	88,818	88,818
105	1105	554	31	00	23CDAD		63,755	-	5,937	69,692
105	1105	554	41	00	23CDAD		2,628	-	(1,468)	1,160
105	1105	554	44	00	23CDAD		1,500	-	(1,500)	-
105	1105	554	48	00	23CDAD		600	-	(600)	-
105	1105	554	49	00	23CDAD		5,975	-	(2,375)	3,600
105	1105	554	51	00	23CDAD		2,875	-	(2,125)	750
105	1105	554	52	00	23CDAD		1,600	-	(1,200)	400
105	1105	554	52	05	23CDAD		300	-	(150)	150
105	1105	554	54	02	23CDAD		-	-	2,000	2,000
105	1105	554	55	00	23CDAD		2,097	-	(2,097)	-
105	1105	554	83	01			79,190	-	(79,190)	-
105	1105	554	83	02	23CDPS		350,000	-	(271,009)	78,991
105	1105	554	83	03	23CDHI		264,500	-	7,794	272,294
105	1105	554	83	05	23CDED		75,000	-	(5,000)	70,000
001	7979	581	91	05					30,221	30,221
<b>TOTAL CHANGES IN EXPENDITURES</b>								<b>\$ 409,572</b>		

REASON FOR AMENDMENT: CDBG Budget amendment

DIRECTOR APPROVAL:  DATE: 1/9/24

FINANCE APPROVAL:  DATE: 1/9/24

CITY MANAGER APPROVAL:  DATE: 01/24/2024

CITY COMMISSION AGENDA DATE: Jan. 22, 2024 APPROVED BA 03- Y

FOR FINANCE USE

Entry Date: \_\_\_\_\_ Batch Number: \_\_\_\_\_ Document #: BA 06-105



CITY OF  
**SANFORD**  
FLORIDA



**APPROVED**

WS \_\_\_ RM \_\_\_ x \_\_\_

Item No. **8.9**

**CITY COMMISSION MEMORANDUM 24-032  
JANUARY 22, 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:** Community Development Block Grant Budget Amendment; Resolution No. 3202

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approve Resolution No. 3202, to amend the Community Development Block Grant (CDBG) Program is proposed.

**FISCAL/STAFFING STATEMENT:**

The proposed budget amendment will amend the FY 2023/2024 budget by \$409,572.

**BACKGROUND:**

This amendment is proposed to recognize past grant years budgets that have not yet been spent along with a shortfall in administration expenses needing to be covered by a transfer from the General Fund.

The CDBG program is funded by a grant from the Department of Housing and Urban Development (HUD), unspent grant funds remain with the City for a period until the funds are spent. This budget amendment will allow the CDBG program to access those past grant fund dollars of \$730,334. Furthermore, the City's CDBG budget is based on estimates of the current year's grant funds as those funds are not known at the time of budget preparation. This budget amendment will also true up the current grant dollars by reducing the current budget by \$411,425 and transferring \$30,221 from the General Fund to cover administration expenses as the current grant does not allocate enough funds to fully cover the administration costs of the grant program.

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

**RECOMMENDATION:**

It is staff's recommendation that the City Commission approve Resolution No. 3202, amending the FY 2024 budget by \$409,572.

**SUGGESTED MOTION:**

"I move to approve Resolution No. 3202."

Attachments: Budget Resolution No. 3202  
Attachment "A"