

## **Resolution No. 2024-3311**

**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; 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; 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, 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. 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.

**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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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

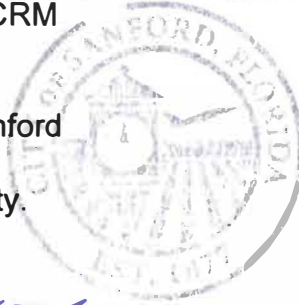
Traci Houchin MMC, FCRM

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

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2025  
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	Unencumbered
105	0000	389	98	00	Use of Reserves	\$ -	\$ -	\$ 123,344	
105	0000	331	54	00	Grant Funds	\$ 464,255	\$ 464,255	\$ 391,848	

**TOTAL CHANGES IN REVENUES** \$ 515,192

**CHANGES IN EXPENDITURES**

EXPENDITURE ACCOUNT NUMBER						Current	Current	Amount of	Retaining
Fund	Dept/Prj	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Balance
105	1105	554	82	01	21CDPF	\$ -	-	64,409	64,409
105	1105	554	83	01	22APS	\$ -	-	79,518	79,518
105	1105	554	83	01	21CDPS	\$ -	-	23,194	23,194
105	1105	554	83	01	22CDPS	\$ -	-	28,367	28,367
105	1105	554	83	01	23CDPS	\$ -	-	78,991	78,991
105	1105	554	83	01	24CDPS	\$ 80,728	80,728	(11,090)	69,638
105	1105	554	83	03	21CDHI	\$ -	-	75	75
105	1105	554	83	03	22CDHI	\$ -	-	79,611	79,611
105	1105	554	83	03	23CDHI	\$ -	-	144,806	144,806
105	1105	554	83	03	24CDHI	\$ 284,020	16,020	141,090	425,110
105	1105	554	83	05	23CEDC	\$ 130,000	130,000	(113,778)	16,222

**TOTAL CHANGES IN EXPENDITURES** \$ 515,192

REASON FOR AMENDMENT: Grant Rollover for FY 2025

DIRECTOR APPROVAL: Nicole J. Osburn DATE: 11/04/24  
Nicole J. Osburn (Nov 4, 2024 11:02 AM EST)

FINANCE APPROVAL: Cynthia Windley DATE: 11/4/24

CITY MANAGER APPROVAL: [Signature] DATE: 11.25.2024

CITY COMMISSION AGENDA DATE: 11/18/2024 APPROVED Y

FOR FINANCE USE

Entry Date: \_\_\_\_\_ Batch Number: \_\_\_\_\_ Document #: BA 01-102



CITY OF  
**SANFORD**  
FLORIDA



APPROVED



APPROVED

WS	__	RM	<u>X</u>
Item No.	<u>8.E</u>		

**CITY COMMISSION MEMORANDUM 24-328  
NOVEMBER 18, 2024, AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Edwige Josue, Community Development Block Grant Program Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Community Development Block Grant Budget Amendment; Resolution No. 2024-3311

**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. 2024-3311, to amend the Community Development Block Grant (CDBG) Program is requested.

**FISCAL/STAFFING STATEMENT:**

The proposed budget amendment will amend the FY 2024/2025 budget by \$515,192.

**BACKGROUND:**

This amendment is proposed to recognize the past grant years' budgets that have not yet been spent.

The CDBG program is funded by a grant from the U.S. 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 \$515,192. 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 increasing the budget by \$515,192.

**LEGAL REVIEW:**

No legal review was requested of the City Attorney.

**RECOMMENDATION:**

The staff recommends that the City Commission approve Resolution No. 2024-3311, amending the FY 2025 budget by \$515,192.

**SUGGESTED MOTION:**

“I move to approve Resolution No 2024-3311.”

Attachments: Budget Resolution No 2024-3311  
Attachment “A”