

## Resolution No. 2734

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2017 and ending September 30, 2018; 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, 2017 and terminating on September 30, 2018 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, 2017 and terminating on September 30, 2018 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, 2017 and

terminating on September 30, 2018 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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.**

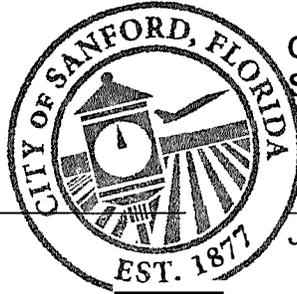
If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

**Section 6. Effective Date.**

This Resolution shall become effective immediately upon enactment.

Passed and adopted this 11th day of June, 2018.

Attest:



City Commission of the City of  
Sanford

*Pat Lee*

*Jeff Triplett*

~~Traci Houchin, City Clerk~~

*PAT LEE, ACTING*

~~Jeff Triplett, Mayor~~

For use and reliance of the Sanford  
City Commission only.

Approved as to form and legality.

*William L. Colbert*  
~~William L. Colbert, City Attorney~~

*KONNIE N. GROOT*  
*ACA*





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

JUN 15 PM 5:42A

**CITY COMMISSION MEMORANDUM 18-127  
JUNE 11, 2018 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Dave Aldrich, Building Official  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., City Manager  
**SUBJECT:** Approval of Budget Amendment Resolution and Procurement of Scanning Services from MCCI, LLC

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Approval of Budget Amendment Resolution No. 2734, to amend the budget for an additional \$46,489 for FY 17/18; and issuance of a purchase order to MCCI, LLC for scanning services of permits and plans is requested.

**FISCAL/STAFFING STATEMENT:**

The estimated cost for scanning City permits, plans and permanent records and transferring the documents to Laser Fiche is \$46,489. This will allow the City to consolidate records in an electronic format for mandatory permanent record retention. Funding is available through reserve funds in the amount of \$46,489. MCCI is under contract with the City of Miami for the services the City requires.

**BACKGROUND:**

The Building Division has been tasked with getting permits, plans and permanent records scanned to an electronic format to prepare for the approved construction that will renovate office space as part of the Open for Business project.

Compliance with City of Sanford Procurement Policy is addressed by piggybacking a contract between and the City of Miami for the services required the City. Piggybacking is a procurement practice which is consistent with the City's Purchasing Policy. MCCI is a part of the Municode (Municipal Code Corporation of Tallahassee) family of companies. Municode is the Nation's leading codification company with 4,100 municipal clients across the United States. The City uses Municode for its code codification processes.

**LEGAL REVIEW:**

The City Attorney has reviewed and has no legal objection to the actions and procurement.

**RECOMMENDATION:**

Staff recommends that the City Commission approve Resolution No. 2734 to amend the budget in an amount not to exceed \$46,489 and approve issuance of a purchase order to MCCI, LLC for permit and plans scanning services.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 2734 to amend the budget and approve issuance of a purchase order to MCCI, LLC not to exceed \$46,489.”

Attachments

Budget Amendment Resolution No. 2734

Budget Amendment