

## Resolution No. 2842

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2019 and ending September 30, 2020; 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, 2019 and terminating on September 30, 2020 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, 2019 and terminating on September 30, 2020 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, 2019 and

terminating on September 30, 2020 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 27<sup>th</sup> day of January, 2020.

Attest:

City Commission of the City of  
Sanford

Traci Houchin, OMC, FIRM  
Traci Houchin, City Clerk

Jeff Triplett, Mayor

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



William L. Colbert, City Attorney

6 Lonnie N. Groot  
ACA

City of Sanford  
ATTACHMENT A  
BUDGET AMENDMENT FISCAL YEAR 2019/2020

Account	Title	Project Number	Current Budget	Increase/Decrease	Revised Budget
310-0000-331.49-02	FDOT	PW1406	-	558,708	558,708
310-0000-337.30-00	Grants	RS1303	-	872,126	872,126
310-0000-337.37-00	Seminole County Interlocal	PW1406	-	1,230,267	1,230,267
310-4046-539.63-00	Improvements Other Than Bldgs	RS1303	-	999,906	999,906
310-4047-541.63-00	Improvements Other Than Bldgs	PW1401	-	339,095	339,095
310-4047-541.63-00	Improvements Other Than Bldgs	PW1406	-	1,788,975	1,788,975
310-4047-541.63-00	Improvements Other Than Bldgs	930011	-	145,158	145,158
310-4048-572.63-00	Improvements Other Than Bldgs	PW1502	-	256,112	256,112
310-5508-572.63-00	Improvements Other Than Bldgs	PG1902	-	369,268	369,268
310-0000-389.98-00	Use of Reserves		85,535	1,237,413	1,322,948
<b>Total Budget Amendment</b>				<b>3,898,514</b>	
Budget amendment to rollover capital purchases not completed as of 09/30/18					
316-7979-599.63-00	Improvements Other Than Bldgs		-	9,443,694	9,443,694
316-0000-381.16-00	Transfers from General Fund		-	9,443,694	9,443,694
<b>Total Budget Amendment</b>				<b>9,443,694</b>	
Budget amendment to rollover unspent catalyst funds					
360-0402-513.52-00	Operating Supplies		62,000	469,923	531,923
360-2020-521.52-00	Operating Supplies		142,529	211,257	353,786
360-2020-521.52-00	Operating Supplies	JAG019	353,786	17,535	371,321
360-2020-521.64-00	Machinery & Equipment		521,457	77,497	598,954
360-3001-522.64-00	Machinery & Equipment		730,000	8,406	738,406
360-3003-522.52-00	Operating Supplies		-	38,091	38,091
360-4001-539.64-00	Machinery & Equipment		31,208	23,922	55,130
360-4042-539.63-00	Improvements Other Than Bldgs		110,000	4,913	114,913
360-4046-539.46-00	Repairs and Maintenance		298,485	61,595	360,080
360-4046-539.64-00	Machinery & Equipment		-	11,149	11,149
360-4047-541.46-00	Repairs and Maintenance		-	52,200	52,200
360-4047-541.52-00	Operating Supplies		3,790	3,790	7,580
360-4047-541.64-00	Machinery & Equipment		46,000	143,115	189,115
360-4048-572.46-00	Repairs and Maintenance		-	207,800	207,800
360-4048-572.64-00	Machinery & Equipment		-	98,211	98,211
360-5501-572.64-00	Machinery & Equipment		-	27,586	27,586
360-5502-575.46-00	Repairs and Maintenance		42,410	23,261	65,671
360-5508-572.46-00	Repairs and Maintenance		232,750	18,143	250,893
360-5508-572.52-00	Operating Supplies		132,818	42,387	175,205
360-5508-572.63-00	Improvements Other Than Bldgs	PG0701	232,978	45,000	277,978
360-5508-572.63-00	Improvements Other Than Bldgs	PG0703	277,978	75,000	352,978
360-5508-572.63-00	Improvements Other Than Bldgs	PG1901	352,978	143,228	496,206
360-5508-572.63-00	Improvements Other Than Bldgs	PG1903	496,206	150,000	646,206
360-5508-572.63-00	Improvements Other Than Bldgs	PW0709	646,206	33,886	680,092
360-5508-572.63-00	Improvements Other Than Bldgs	PW1406	680,092	25,000	705,092
360-0000-334.20-24	Grant	JAG019		17,535	
360-0000-389.98-00	Use of Reserves		-	1,995,360	1,995,360
<b>Total Budget Amendment</b>				<b>2,012,895</b>	
Budget amendment to rollover capital purchases not completed as of 9/30/19					
<b>Total Budget Amendment-Capital Project Funds</b>				<b>15,355,103</b>	
001-0101-511.81-00	Grants	CC1801	25,300	6,694	31,994
001-0101-511.81-00	Grants	ED1601	31,994	101,362	133,356
001-0000-389.98-00	Use of Reserves		175,000	108,056	283,056
<b>Total Budget Amendment</b>				<b>108,056</b>	
Budget amendment for art commission budget and Choice Neighborhoods budget carryover from 09/30/18					
001-3001-522.52-00	Operating Supplies		289,200	4,090	293,290

City of Sanford  
ATTACHMENT A  
BUDGET AMENDMENT FISCAL YEAR 2019/2020

Account	Title	Project Number	Current Budget	Increase/Decrease	Revised Budget
001-0000-389.98-00	Use of Reserves		283,056	4,090	287,146
Total Budget Amendment				4,090	
Budget amendment for open purchases not completed as of 9/30/19					
001-2023.521.52-00	Operating Supplies	18BPV	155,041	3,016	158,057
001-0000-331.29-09	Grants	18BPV	7,969	3,016	10,985
Total Budget Amendment				3,016	
Budget amendment for bullet proof grant					
001-4001-539.31-00	Professional Services		-	24,423	24,423
001-0000-389.98-00	Use of Reserves		287,146	24,423	311,569
Total Budget Amendment				24,423	
Budget amendment for open purchases not completed as of 9/30/19					
001-4046-539.46-00	Repairs and Maintenance		93,355	14,242	107,597
001-0000-389.98-00	Use of Reserves		311,569	14,242	325,811
Total Budget Amendment				14,242	
Budget amendment for open purchases not completed as of 9/30/19					
001-4047-541.31-00	Professional Services		566,596	91,500	658,096
001-0000-389.98-00	Use of Reserves		325,811	91,500	417,311
Total Budget Amendment				91,500	
Budget amendment for open purchases not completed as of 9/30/19					
001-0102-559.46-00	Repairs and Maintenance		3,800	4,475	8,275
001-0000-389.98-00	Use of Reserves		417,311	4,475	421,786
Total Budget Amendment				4,475	
Budget amendment for open purchases not completed as of 9/30/19					
001-0102-559-48-00	Promotional Activities		219,610	107,031	326,641
001-0000-389.98-00	Use of Reserves		421,786	107,031	528,817
Total Budget Amendment				107,031	
Budget amendment for QTI and JGI open purchase orders					
001-0102-569.34-00	Repairs and Maintenance		12,200	5,316	17,516
001-0000-389.98-00	Use of Reserves		528,817	5,316	534,133
Total Budget Amendment				5,316	
Budget amendment for Goldsboro Front Porch purchae orders					
001-1110-515.31-00	Contract Services	PL1601	35,000	2,614	37,614
001-0000-389.98-00	Use of Reserves		534,133	2,614	536,747
Total Budget Amendment				2,614	
Budget amendment for comp plan amendment purchase orders					
001-4047-541.46-00	Repairs and Maintenance		43,219	25,069	68,288
001-0000-389.98-00	Use of Reserves		536,747	25,069	561,816
Total Budget Amendment				25,069	
Budget amendment for open purchases not completed as of 9/30/19					
001-7979-590.99-01	City Manager	PG0809	315,000	24,530	339,530
001-7979-590.99-01	City Manager		339,530	9,520	349,050
001-0000-389.98-00	Use of Reserves		561,816	34,050	595,866
Total Budget Amendment				34,050	
Budget amendment for open purchases not completed as of 9/30/19					
001-7979-581.91-63	Transfers to Cemetery Fund		-	25,000	25,000

City of Sanford  
ATTACHMENT A  
BUDGET AMENDMENT FISCAL YEAR 2019/2020

Account	Title	Project Number	Current Budget	Increase/Decrease	Revised Budget
001-0000-389.98-00	Use of Reserves		595,866	25,000	620,866
<b>Total Budget Amendment</b>				<b>25,000</b>	
Budget amendment for Page Jackson software					
001-7979-581.91-31	Transfers to Catalyst Fund		-	9,443,694	9,443,694
001-0000-389.98-00	Use of Reserves		620,866	9,443,694	10,064,560
<b>Total Budget Amendment</b>				<b>9,443,694</b>	
Budget amendment for Catalyst Funding					
<b>Total Budget Amendment-General Fund</b>				<b>9,892,576</b>	
108-2020-521.52-00	Operating Supplies	CRU	2,500	710	3,210
108-2020-521.52-00	Operating Supplies	POLVOL	3,210	545	3,755
108-2020-521.52-00	Operating Supplies	POLEXP	3,755	2,772	6,527
108-2020-521.52-00	Operating Supplies	ACF18	6,527	2,000	8,527
108-0000-389.98-00	Use of Reserves		4,100	6,027	10,127
<b>Total Budget Amendment</b>				<b>6,027</b>	
Budget amendment to recongize contributions to police projects					
630-5508-572.46-00	Repairs and Maintenance		112,700	25,000	137,700
630-0000-381.01-00	Tranfser from General Fund		-	25,000	25,000
<b>Total Budget Amendment</b>				<b>25,000</b>	
Budget amendment for Page Jackson software					
133-3001-522.62-00	Building	ST32	-	113,580	113,580
133-3001-522.62-00	Building	ST38	113,580	46,113	159,693
133-3001-522.62-00	Building		159,693	13,684	173,377
133-3001-522.64-00	Machinery and Equipment		15,000	32,029	47,029
133-0000-334.80-01	Grants		-	163,003	163,003
133-797-590.99-90	Addition to Reserves		95,092	(42,403)	52,689
<b>Total Budget Amendment</b>				<b>163,003</b>	
Budget amendment to rollover capital purchases and grant funds not completed as of 09/30/19					
<b>Total Budget Amendment-Special Revenue Funds</b>				<b>194,030</b>	
402-4045-541.31-00	Professional Services		7,000	12,686	19,686
402-4045-541.63-00	Improvements Other than Bldgs	STPARK	10,350,000	1,514,579	11,864,579
402-4045-541.63-00	Improvements Other than Bldgs	ST1702	11,864,579	799,920	12,664,499
402-7979-590.99-90	Addition to Reserves		1,771,608	(1,771,608)	-
402-0000-389.98-00	Use of Reserves		7,411,813	555,577	7,967,390
<b>Total Budget Amendment</b>				<b>555,577</b>	
Budget amendment to rollover capital purchases not completed as of 09/30/19					
<b>Total Budget Amendment-Stormwater Fund</b>				<b>555,577</b>	
452-4510-536.62-00	Buildings	DW1101	-	250,000	250,000
452-4520-536.63-91	Improvements Other than Bldgs	RW1102	180,000	117,960	297,960
452-4525-536.63-00	Improvements Other than Bldgs	WD1403	350,000	158,374	508,374
452-4527-536.63-91	Improvements Other than Bldgs	RW0150	3,845,000	1,396,927	5,241,927
452-4527-536.63-91	Improvements Other than Bldgs	RW1103	5,241,927	259,175	5,501,102
452-4527-536.64-00	Machinery & Equipment	RW1103	210,000	35,000	245,000
452-4527-536.64-00	Machinery & Equipment	WW0802	245,000	166,561	411,561
452-4528-536.31-00	Improvements Other than Bldgs	WW0705	-	1,452,220	1,452,220
452-4528-536.64-00	Machinery & Equipment	WW0802	115,000	415,958	530,958
452-4529-536.52-00	Operating Supplies	WW1904	-	258,589	258,589
452-4529-536.63-00	Improvements Other than Bldgs	WW0714	-	39,000	39,000
452-4529-536.64-00	Machinery & Equipment	WW0802	-	184,768	184,768

City of Sanford  
ATTACHMENT A  
BUDGET AMENDMENT FISCAL YEAR 2019/2020

Account	Title	Project Number	Current Budget	Increase/Decrease	Revised Budget
452-4530-536.31-00	Professional Services	WW1905	-	38,250	38,250
452-4530-536.46-00	Repairs & Maintenance	RS0708	500,000	35,321	535,321
452-4530-536.46-00	Repairs & Maintenance	RW1103	535,321	50,002	585,323
452-4530-536.63-00	Improvements Other than Bldgs	17CAT	755,000	213,003	968,003
452-4530-536.63-00	Improvements Other than Bldgs	WW0718	968,003	50,000	1,018,003
452-4530-536.63-03	Improvements Other than Bldgs	DW1108	-	146,238	146,238
452-4540-536.63-00	Improvements Other than Bldgs	DW1202	1,500,000	14,920	1,514,920
452-4540-536.63-00	Improvements Other than Bldgs	WW1404	1,514,920	759,710	2,274,630
452-0000-389.98-00	Use of Reserves		6,186,100	4,179,089	10,365,189
452-0000-334.32-30	Grant		750,000	50,002	800,002
452-0000-384.01-00	SRF Loan Proceeds		-	415,958	415,958
452-0000-337.30-36	Grant		-	1,396,927	1,396,927
<b>Total Budget Amendment</b>				<b>6,041,976</b>	
Budget amendment to rollover capital purchases not completed as of 9/30/19					
<b>Total Budget Amendment-Enterprise Funds</b>				<b>6,041,976</b>	
<b>CITY-WIDE BUDGET AMENDMENT</b>				<b>32,039,262</b>	



WS \_\_\_ RM \_\_\_ X \_\_\_  
Item No. 8.A

**CITY COMMISSION MEMORANDUM 20-019  
JANUARY 27, 2020 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Cynthia Lindsay, Finance Director  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., City Manager  
**SUBJECT:** Roll Forward Budget Adjustment Resolution No. 2842

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Budget amendments have been prepared which will increase expenditures in the Capital Project Fund, Capital Replacement Fund, Catalyst Fund, General Fund, Police LETF Fund, Cemetery Fund, Fire impact Fee Fund, Stormwater Fund, and the Water/Sewer Funds.

**FISCAL/STAFFING STATEMENT:**

The proposed budget amendment will increase the FY2020 Citywide budget by \$32,039,262. This increase consists of \$19,212,458 in capital replacements or projects that had not yet been completed by year end, \$4,288,568 in grant funds for capital not spent by year end, \$415,958 in debt service funds not spent by year end, \$467,595 in operational expenditure contracts not completed as of year end, \$9,468,694 in transfers to cover capital expenditures, and \$1,814,011 reduction in additions to reserves to cover capital expenditures.

**BACKGROUND:**

The attached budget amendment is for the following:

1. **CAPITAL PROJECT FUNDS** A \$15,355,103 increase to rollover funds on incomplete projects. Of the amount being rolled \$2,678,636 is supported by grant funds.
2. **GENERAL FUND** A \$9,892,576 increase to rollover operational contracts totaling \$423,882 Catalyst funds totaling \$9,443,694, and a transfer to the Cemetery Fund for \$25,000 for the Page Jackson software.
3. **SPECIAL REVENUE FUNDS** A \$194,030 increase to rollover incomplete projects totaling \$42,403, operational contracts totaling \$31,027, unspent grant funds for capital projects of \$163,003, offset by a reduction in additions to reserves of \$42,403.

4. **STORMWATER FUND** A \$555,577 increase to rollover funds on incomplete projects totaling \$2,314,499, operational contracts totaling \$12,686, offset by a reduction in addition to reserves of \$1,771,608.
5. **ENTERPRISE FUNDS** A \$6,041,976 increase to rollover funds on incomplete projects totaling \$4,179,089, unspent grant funds for capital projects of \$1,446,929, and debt funds totaling \$415,958.

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

**RECOMMENDATION:**

It is staff's recommendation that the City Commission approve Resolution No. 2842 amending the FY 2020 budget by \$32,039,262.

**SUGGESTED MOTION:**

"I move to approve Resolution No. 2842."

Attachments: Budget Resolution No. 2842  
Attachment "A"