

Resolution No. 2995

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021; 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, 2020 and terminating on September 30, 2021 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, 2020 and terminating on September 30, 2021 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, 2020 and

terminating on September 30, 2021 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 8th day of November 2021.

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 L. Colbert, City Attorney

City of Sanford
ATTACHMENT A
BUDGET AMENDMENT FISCAL YEAR 2020/2021

Account	Title	Current Budget	Increase/Decrease	Revised Budget
001-0000-381.91-02	Transfers In	-	84,000	84,000
001-0000-389.98-00	Use of Reserves	9,619,230	(84,000)	9,535,230
Total Budget Amendment			-	
Budget transfer from Capital Equipment Fund for Hardee Property repayment				
001-7979-581.91-22	Transfers Out	-	168,478	168,478
001-0000-389.98-00	Use of Reserves	9,535,230	168,478	9,703,708
Total Budget Amendment			168,478	
Budget transfer from Capital Equipment Fund for Hardee Property repayment				
001-0000-342.60-01	EMS Transport Fees	1,118,523	12,592	1,131,115
001-3001-522.52-00	Operating Supplies	314,475	12,592	327,067
Total Budget Amendment			12,592	
Budget amendment for CARES act Grant for Fire Proj # 21CARE				
001-0401-513.12-00	Salaries	578,893	27,113	606,006
001-0000-389.98-00	Use of Reserves	9,703,708	27,113	9,730,821
Total Budget Amendment			27,113	
Budget amendment to cover salaries in excess of budget due to not fully budgeting FTE's				
001-0401-513.31-00	Professional Services	20,000	34,305	54,305
001-0000-389.98-00	Use of Reserves	9,703,708	34,305	9,738,013
Total Budget Amendment			34,305	
Budget amendment to cover Impact Fee Study				
001-0401-513.31-00	Professional Services	54,305	22,669	76,974
001-0000-389.98-00	Use of Reserves	9,738,013	22,669	9,760,682
Total Budget Amendment			22,669	
Budget amendment to cover Bolton Partners 457 Committee				
001-7979-581.91-20	Transfers Out	1,633,849	(21,849)	1,612,000
001-7979-581.91-28	Transfers Out	168,478	21,849	190,327
Total Budget Amendment			-	
Budget amendment to correct transfer account				
Total Budget Amendment-General Funds			265,157	
201-0000-381.01-04	Transfers In	1,661,687	(49,687)	1,612,000
201-0000-389.98-00	Use of Reserves	-	49,687	49,687
Total Budget Amendment			-	
Budget amendment to correct transfer account				
117-0000-331.59-01	Grant Revenue	1,748,857	400,000	2,148,857
117-1104-564.31-00	Professional Services	-	100,000	100,000
117-1104-564.86-00	Grants	1,424,466	300,000	1,724,466
Total Budget Amendment			400,000	
Budget amendment to recognize CARES act funding				
133-0000-368.98-00	Use of Fund Balance	968,598	(231,793)	736,805
133-0000-324.11-00	Impact Fees	48,600	112,151	160,751
133-0000-324.12-00	Impact Fees	39,400	119,642	159,042
Total Budget Amendment			-	
Budget amendment to true up use of reserves				
156-0000-389.98-00	Use of Fund Balance	468,235	(86,116)	382,119
156-0000-369.99-00	Misc. Income	-	86,116	86,116
Total Budget Amendment			-	
Budget amendment to true up use of reserves				
630-0000-389.98-00	Use of Fund Balance	(856)	856	-
630-5508-572.46-00	Repairs and Maintenance	122,118	856	122,974
Total Budget Amendment			856	
Budget amendment to true up use of reserves				
Total Budget Amendment-Special Revenue Funds			400,856	

City of Sanford
ATTACHMENT A
BUDGET AMENDMENT FISCAL YEAR 2020/2021

Account	Title	Current Budget	Increase/Decrease	Revised Budget
360-7979-581.91-01	Transfers Out		84,000	84,000
360-0000-389.98-00	Use of Reserves	3,457,773	84,000	3,541,773
Total Budget Amendment			84,000	
Budget amendment to transfer Hardee property sale payment				
360-0101-511.61-00	Land Acquisitions		980	980
360-0000-389.98-00	Use of Reserves	3,541,773	980	3,542,753
Total Budget Amendment			980	
Closing costs for sale of property to Habitat for Humanity				
310-7979-590-99-90	Addition to Reserves	-	168,478	168,478
310-0000-381.60-00	Transfer from General Fund	-	168,478	168,478
Total Budget Amendment			168,478	
Budget amendment to transfer funds received for capital project posted in capital replacement fund				
310-0000-389.98-00	Use of Fund Balance	12,556,041	(12,556,041)	-
310-7979-590-99-90	Addition to Reserves	168,478	1,495,959	1,664,437
310-0000-381.36-00	Transfer from Capital Replacement Fund	-	14,052,000	14,052,000
Total Budget Amendment			1,495,959	
Budget amendment to transfer funds received for capital project posted in capital replacement fund				
360-7979-581.91-22	Transfer to Capital Project Fund		14,052,000	14,052,000
360-0000-389.98-00	Use of Fund Balance	3,542,753	14,052,000	17,594,753
Total Budget Amendment			14,052,000	
Budget amendment to transfer funds received for capital project posted in capital replacement fund				
Total Budget Amendment-Capital Project Funds			15,801,417	
401-7979-581.91-22	Transfers	46,000	(46,000)	-
401-7979-590.99-90	Addition to Reserves		46,000	46,000
Total Budget Amendment			-	
Budget amendment for Solidwaste transfer to Capital project fund not needed				
Total Budget Amendment-Enterprise Funds			-	
530-7979-562.31-01	Insurance Costs	4,732,207	1,600,000	6,332,207
530-0000-389.98-00	Use of Reserves		1,600,000	1,600,000
Total Budget Amendment			1,600,000	
Budget amendment to true up health insurance costs not budgeted				
Total Budget Amendment-Internal Service Funds			1,600,000	
CITY-WIDE BUDGET AMENDMENT			18,067,430	

S. Posey
11/30/2021

B# 5830

BA 13-100

Res# 2995
CCM# 21-253

Commission Approved:
11/08/2021

Peter J. Staffieri
Digitally signed by Peter J. Staffieri
DN: cn=Peter J. Staffieri, o=City of Sanford, ou=Finance Department, email=peter.staffieri@sanfordfl.gov, c=US
Date: 2021.11.30 17:40:10 -05'00'



WS ___ RM __x__
Item No.

**CITY COMMISSION MEMORANDUM 21-XXX
NOVEMBER 8, 2021 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: Year End Budget Adjustment

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 General Fund, LIHEAP Fund, Cemetery Fund, Capital Project Fund, Capital Replacement Fund, and the Health Insurance Fund.

FISCAL/STAFFING STATEMENT:

The proposed budget amendment will increase the FY 2021 Citywide budget by \$18,067,430.

BACKGROUND:

The attached budget amendment is for the following:

1. **GENERAL FUND** A \$265,157 increase to the General Fund budget due to budget transfer for unreimbursed costs related to the 17-92 Beautification project, CARES grant for Fire, Finance salaries over budget, costs of the Impact Fee Study, and costs related to the new requirements of a 457 review Committee.
2. **SPECIAL REVENUE FUNDS** An overall \$400,856 increase to the Special Revenue Funds which was to true up the actual reserve balances \$856 in the Cemetery Fund and recognize LIHEAP CARES funds in the amount of \$400,000.
3. **CAPITAL PROJECT FUNDS** A \$15,801,417 increase to the Capital Project Funds for a transfer from the Capital Replacement Fund to the Capital Project Fund of \$15,547,959 for Riverwalk, \$980 for costs related to property sold to Habitat for Humanity, \$168,478 transfer to cover unreimbursed costs related to the 17-92 Beautification project, and \$84,000 for the transfer to the General fund for their portion of the Hardy Avenue property sale proceed payment.

4. **ENTERPRISE FUNDS** A \$0 budget amendment for the transfer to the Capital Replacement Fund not needed.
5. **INTERNAL SERVICE FUNDS** A \$1,600,000 budget amendment to cover the cost of health insurance costs not budgeted.

LEGAL REVIEW:

No legal review requested of the City Attorney.

RECOMMENDATION:

It is staff's recommendation that the City Commission approve Resolution Number XXXX amending the FY 2021 budget by \$18,067,430.

SUGGESTED MOTION:

"I move to approve Resolution Number XXXX."

Attachments:

Budget Resolution Number XXXX
Attachment "A"

GROUP NUMBER : 05830 YEAREND BUDGET ADJUSTMENT
 GROUP USER : POSEYS Posey, Shanna - Executive

TRANS NO DESCRIPTION 2	TRANS DATE	DOCUMENT TYPE	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG(Y/N)
0000100 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-381.91-02	CAP EQUIP FUND-HARDY PROP		84,000.00	
0000200 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-389.98-00	CAP EQUIP FUND-HARDY PROP		84,000.00-	
0000300 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-7979-581.91-22	CAP EQUIP FUND-HARDY PROP		168,478.00	
0000400 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-389.98-00	CAP EQUIP FUND-HARDY PROP		168,478.00	
0000500 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-342.60-01	CARES ACT GRANT-FIRE #21		12,592.00	
0000600 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-3001-522.52-00	CARES ACT GRANT-FIRE #21		12,592.00	
0000700 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0401-513.12-00	COVER SALARIES OVER BUDGT		27,113.00	
0000800 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-389.98-00	COVER SALARIES OVER BUDGT		27,113.00	
0000900 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0401-513.31-00	COVER IMPACT FEE STUDY		34,305.00	
0001000 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-389.98-00	COVER IMPACT FEE STUDY		34,305.00	
0001100 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0401-513.31-00	CVR BOLTON PARTNERS 457		22,669.00	
0001200 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-0000-389.98-00	CVR BOLTON PARTNERS 457		22,669.00	
0001300 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-7979-581.91-20	CORRECT TRANSFER ACCOUNT		21,849.00-	
0001400 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	001-7979-581.91-28	CORRECT TRANSFER ACCOUNT		21,849.00	
0001500 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	201-0000-381.01-04	CORRECT TRANSFER ACCOUNT		49,687.00-	
0001600 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	201-0000-389.98-00	CORRECT TRANSFER ACCOUNT		49,687.00	
0001700 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	117-0000-331.59-01	CARES ACT FUNDING	CDBGAD	400,000.00	

GROUP NUMBER : 05830 YEAREND BUDGET ADJUSTMENT
 GROUP USER : POSEYS Posey, Shanna - Executive

TRANS NO DESCRIPTION 2	TRANS DATE	DOCUMENT TYPE	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG(Y/N)
0001800 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	117-1104-564.31-00	CARES ACT FUNDING	CDBGAD	100,000.00	
0001900 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	117-1104-564.86-00	CARES ACT FUNDING	CDBGED	300,000.00	
0002000 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	133-0000-389.98-00	TRUE UP USE OF RESERVES		231,793.00-	
0002100 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	133-0000-324.11-00	TRUE UP USE OF RESERVES		112,151.00	
0002200 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	133-0000-324.12-00	TRUE UP USE OF RESERVES		119,642.00	
0002300 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	156-0000-389.98-00	TRUE UP USE OF RESERVES		86,116.00-	
0002400 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	156-0000-369.99-00	TRUE UP USE OF RESERVES		86,116.00	
0002500 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	630-0000-389.98-00	TRUE UP USE OF RESERVES		856.00	
0002600 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	630-5508-572.46-00	TRUE UP USE OF RESERVES		856.00	
0002700 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	360-7979-581.91-01	TRUE UP USE OF RESERVES		84,000.00	
0002800 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	360-0000-389.98-00	TRUE UP USE OF RESERVES		84,000.00	
0002900 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	360-0101-511.61-00	TRUE UP USE OF RESERVES		980.00	
0003000 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	360-0000-389.98-00	TRUE UP USE OF RESERVES		980.00	
0003001 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	310-7979-590.99-90	TRNSFR FUNDS RE CAP PROJ		168,478.00	
0003100 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	310-0000-381.60-00	TRANSFER FUNDS RE CAP PRJ		168,478.00	
0003200 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	310-0000-389.98-00	TRNSFR FUNDS RE CAP PROJ		12,556,041.00-	
0003201 RES# 2995 / CCM# 21-253	09/30/2021	BA 13-100	310-7979-590.99-90	TRNSFR FUNDS RE CAP PROJ		1,495,959.00	

GROUP NUMBER : 05830 YEAREND BUDGET ADJUSTMENT
GROUP USER : POSEYS Posey, Shanna - Executive

TRANS NO DESCRIPTION 2	TRANS DATE	DOCUMENT TYPE	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG(Y/N)
0003300 RES# 2995	09/30/2021	BA 13-100 21-253	310-0000-381.36-00	TRANSFR FUNDS RE CAP PROJ		14,052,000.00	
0003400 RES# 2995	09/30/2021	BA 13-100 21-253	360-7979-581.91-22	TRANSFR FUNDS RE CAP PROJ		14,052,000.00	
0003500 RES# 2995	09/30/2021	BA 13-100 21-253	360-0000-389.98-00	TRANSFR FUNDS RE CAP PROJ		14,052,000.00	
0003600 RES# 2995	09/30/2021	BA 13-100 21-253	401-7979-581.91-22	SOLIDWASTE/CAPITAL PROJECT		46,000.00-	
0003700 RES# 2995	09/30/2021	BA 13-100 21-253	401-7979-590.99-90	SOLIDWASTE/CAPITAL PROJECT		46,000.00	
0003800 RES# 2995	09/30/2021	BA 13-100 21-253	530-7979-562.31-01	TRUE UP HEALTH INSURANCE		1,600,000.00	
0003900 RES# 2995	09/30/2021	BA 13-100 21-253	530-0000-389.98-00	TRUE UP HEALTH INSURANCE		1,600,000.00	

TOTALS:

AMOUNT CALCULATED	AMOUNT ENTERED	DIFFERENCE
36,134,860.00	36,134,860.00	41
COUNT:	41	
AMOUNT:	36,134,860.00	

Peter J. Staffieri
Digitally signed by Peter J. Staffieri
DN: cn=Peter J. Staffieri, o=City of Sanford, ou=Finance Department, email=peter.staffieri@sanfordfl.gov, c=US
Date: 2021.11.30 17:41:15 -05'00'