

Resolution No. 3088

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023; 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, 2022 and terminating on September 30, 2023 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, 2022 and terminating on September 30, 2023 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, 2022 and

terminating on September 30, 2023 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 14th day of November 2022.

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 2023
Department: City Manager's Office

Division: LIHEAP

11/14/2022

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
117	0000	331	59	01	LIHWAP GRANT FUNDS	\$ -	\$ -	\$ 61,530 360	\$ 61,530 360
TOTAL CHANGES IN REVENUES								\$ 61,530 360	

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
117	1104	564	12	00	22LHPO	SALARIES	\$ 158,952	\$ 147,740	\$ 52,156	\$ 199,896
117	1104	564	21	00	22LHPO	FICA	12,366	11,529	4,005	15,534
117	1104	564	22	01	22LHPO	FRS	22,627	21,265	6,302	27,567
117	1104	564	23	00	22LHPO	MEDICAL INS	53,545	48,756	28,039	76,795
117	1104	564	23	02	22LHPO	LIFE AND SHORT TERM DISABILITY	1,031	947	146	1,093
117	1104	564	23	02	22LHPO	LIFE AND SHORT TERM DISABILITY	1,276	1,093	194	1,287
117	1104	564	24	00	22LHPO	WORKERS COMPENSATION	202	177	66	243
117	1104	564	31	00	22LHPO	PROFESSIONAL SERVICES	109,241	90,908	(90,908)	-
147	1104	564	12	00		SALARIES	-	-	35,204	
147	1104	564	21	00		FICA	-	-	2,703	
147	1104	564	22	01		FRS	-	-	4,254	
147	1104	564	23	00		MEDICAL INS	-	-	18,926	
147	1104	564	23	02		LIFE AND SHORT TERM DISABILITY	-	-	99	
147	1104	564	23	02		LIFE AND SHORT TERM DISABILITY	-	-	131	
147	1104	564	24	00		WORKERS COMPENSATION	-	-	43	
TOTAL CHANGES IN EXPENDITURES								\$ 61,360		

REASON FOR AMENDMENT: Three additional LIHEAP Outreach Technician FTEs

DIRECTOR APPROVAL: 

DATE: 11/8/2022

FINANCE APPROVAL: 

DATE: 11/8/22

CITY MANAGER APPROVAL: 

DATE: 11/14/2022

CITY COMMISSION AGENDA DATE: 11.14.2022

APPROVED Y

FOR FINANCE USE

Entry Date: 11/30/2022
S. Posey

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Res# 3088
CCM# 22-279



CITY OF
SANFORD
FLORIDA



WS	RM	X
Item No. 80J		

CITY COMMISSION MEMORANDUM 22-279
NOVEMBER 14, 2022 AGENDA

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Fred W. Fosson, Director of Human Resources/Risk Management and
 Nikki Osburn, Community Relations and Neighborhood Engagement
 Director
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Amendment to the Classification and Pay Plan

STRATEGIC PRIORITIES:

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

SYNOPSIS:

An amendment to the Classification and Pay Plan is being requested.

FISCAL/STAFFING STATEMENT:

This is a request to add three Full-Time Equivalent (FTE) Low Income Energy Assistance Program (LIHEAP) Outreach Technician positions in the Office of the City Manager. The estimated cost to the City, including wages and benefits, is \$152,268 for the remainder of Fiscal Year 22/23, and \$182,721 for each succeeding Fiscal Year.

BACKGROUND:

The Office of the City Manager, more specifically the Community Relations and Neighborhood Engagement (CRANE) Director, contracts with a staffing agency for three positions that assist in LIHEAP, including at a remote location. In most the cases, the costs associated with hiring an employee can be more cost effective than the use of a contracted labor; such is the case in this matter. Accordingly, the CRANE Director has requested that the three currently contracted employees with a staffing agency be appointed as Regular Full-Time employees of the City, each in the position of LIHEAP Outreach Technician.

LEGAL REVIEW:

The City Attorney's Office has reviewed and has no legal objection to the proposed action.

RECOMMENDATION:

It is Staff's recommendation that the City Commission approve Resolution No. 3088, to amend the Classification and Pay Plan.

SUGGESTED MOTION:

“I move to approve Resolution No. 3088, to amend the Classification and Pay Plan.”

Attached: Resolution No. 3088
Budget Amendment