

# REQUEST FOR BUDGET AMENDMENT

Fiscal Year 23/24

Department: PW - Utilities

Division: Water & Sewer

Date: 6/4/2024

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Unrealized (Budget)	Change	Unrealized
452	0000	337	30	36	Physical Environment/SJRWMD Water Conservation	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 5,800,000
<b>TOTAL CHANGES IN REVENUES</b>								<b>\$ 2,900,000</b>	

**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
452	4530	536	63	00	WW2401	W/S Combination Services/Improve Other Than Bldg	\$ 20,104,257	\$ 15,848,306	\$ 2,900,000	\$ 18,748,306
<b>TOTAL CHANGES IN EXPENDITURES</b>								<b>\$ 2,900,000</b>		

REASON FOR AMENDMENT: FDEP grant LPA 0554 amendment 1 additional funds

DIRECTOR APPROVAL: *Brynt Johnson* DATE: 14/08/2024  
Brynt Johnson (Aug 14, 2024 08:51 EDT)

FINANCE APPROVAL: *Cynthia Lindsey* DATE: 8/13/24

CITY MANAGER APPROVAL: *Craig M. Padgett* DATE: 14/08/2024

CITY COMMISSION AGENDA DATE: 8/26/24 APPROVED? Y

**FOR FINANCE USE**

Entry Date: \_\_\_\_\_ Batch Number: \_\_\_\_\_ Document #: BA11-111

## Resolution No. 2024-3283

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 relating to the amendment to the Grant Agreement with the Florida Department of Environmental Protection for the benefit of the City pertaining to the nutrient reduction of Lake Jesup and Lake Monroe; providing for general and specific 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, 2023 and terminating on September 30, 2024 specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

**Whereas**, the City's budget provides for certain methodologies and criteria for the expenditure of budgeted 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 and implementing provisions may need revision such as the City entering an amendment to the Grant Agreement with the Florida Department of Environmental Protection relating to the nutrient reduction of Lake Jesup and Lake Monroe; 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 and the sound implementation of the projects and programs of the City such as the projects and programs arising from the amendment to the Grant Agreement with the Florida

Department of Environmental Protection relating to the nutrient reduction of Lake Jesup and Lake Monroe,

**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; Amendment to Grant Agreement with the Florida Department of Environmental Protection relating to the Nutrient Reduction of Lake Jesup and Lake Monroe**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2023 and terminating on September 30, 2024 is hereby revised and amended to address the amendment to the Grant Agreement with the Florida Department of Environmental Protection for the benefit of the City relating to the nutrient reduction of Lake Jesup and Lake Monroe as set forth in the Exhibit to this Resolution. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2023 and terminating on September 30, 2024 shall remain in full force and effect.

**Section 2. Implementing Administrative Actions; Procurement of Goods and Services Under the Amendment to the Grant Agreement with the Florida Department of Environmental Protection relating to the Nutrient Reduction of Lake Jesup and Lake Monroe.**

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 with regard to the provisions of this Resolution. Notwithstanding the generality of the foregoing, the City Manager, or designee(s), shall have authority to implement the procurement of goods and services under the requirements of the amendment to the Grant Agreement with the Florida Department of

Environmental Protection relating to the nutrient reduction of Lake Jesup and Lake Monroe. Such activities shall be implemented in accordance with the Purchasing Policies and Procedures of the City and controlling State law to include, but not be limited to, the implementation of Section 287.055 and Section 287.075, *Florida Statutes*.

**Section 3. Savings.**

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities to include, but not be limited to, those relating to the nutrient reduction of Lake Jesup and Lake Monroe such as those implemented and administered under the original Grant Agreement with the Florida Department of Environmental Protection, 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 adoption.

Passed and adopted this 26th day of August, 2024.

Attest:

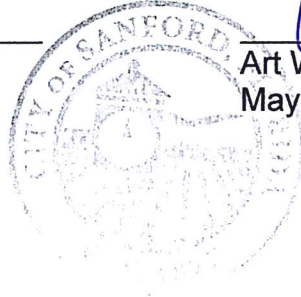
City Commission of the City of  
Sanford

*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

*HONNIE N. CROST  
ACA*

**Resolution No. 2024-3282**

**A Resolution of the City of Sanford, Florida providing for the approval of and entering into an amendment to a Grant Agreement pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe with the Florida Department of Environmental Protection; providing for legislative findings and intent; providing for implementing administrative actions and potential future actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.**

**Whereas,** the State of Florida Department of Environmental Protection (FDEP) and the City of Sanford desire to continue to collaborate relative to the construction and related work pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe; and

**Whereas,** the City has engaged in a practice of entering agreements with the FDEP for an array of activities and work relating to projects occurring within the municipal limits of the City and otherwise to protect the health, safety and welfare of the general public and the natural resources of the State of Florida; and

**Whereas,** the City and the FDEP have enjoyed and the citizens of the State of Florida and the City have benefited from a collaborative and creative working relationship between the FDEP and the City with regard to many projects and activities; and

**Whereas,** the City of Sanford desires to enter and to execute and deliver to the FDEP the amendment to the Grant Agreement pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe.

**Now, Therefore, Be it adopted and resolved by the City Commission of the City Of Sanford, Florida as follows:**

**Section 1. Legislative Findings And Intent.**

(a). The above recitals (whereas clauses) are adopted by the City Commission of the City of Sanford and made a substantive part of this Resolution.

(b). The City of Sanford has complied with all requirements and procedures of Florida law in processing and advertising this Resolution.

**Section 2. Authorization To Execute Amendment to Grant Agreement with the FDEP Pertaining to Nutrient Reduction Relating to Lake Jesup and Lake Monroe.**

The Mayor of the City of Sanford is hereby authorized to execute the amendment to the Grant Agreement pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe with the FDEP.

**Section 3. Implementing administrative actions.**

(a). 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 appropriate and to take any and all actions necessary to implement the provisions of this Resolution and the amendment to the Grant Agreement with the FDEP pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe.

(b). The City shall make any and all payments and engage in any and all actions required by the subject amendment to the Grant Agreement with the FDEP.

**Section 4. Savings.**

The prior actions of the City of Sanford relating to its relations and agreements with the FDEP, and all related activities, projects and programs are hereby ratified and



affirmed, to include, but not be limited to those pertaining to the Grant Agreement with the FDEP pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe.

**Section 5. Conflicts.**

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

**Section 6. 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 7. Effective Date.**

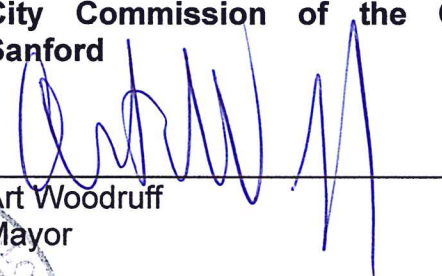
This Resolution shall become effective immediately upon adoption.

**Passed and adopted this 26th day of August, 2024.**

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

  
LONNIE N. GROOT  
ACA



**AMENDMENT NO. 1  
TO AGREEMENT NO. LPA0554  
BETWEEN  
FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
AND  
CITY OF SANFORD**

This Amendment to Agreement No. LPA0554 (Agreement), as previously amended, is made by and between the Department of Environmental Protection (Department), an agency of the State of Florida, and the City of Sanford (Grantee), on the date last signed below.

WHEREAS, the Department entered into the Agreement with the Grantee for Sanford Nutrient Reduction at Lake Jesup and Lake Monroe (Project), effective November 28, 2023; and,

WHEREAS, \$2,600,00.00 in additional funding for this Project is provided under Line Item 1732A of the 2024-2025 General Appropriations Act; and the total funding for this Agreement is now \$5,500,000.00; and,

WHEREAS, the reimbursement period for the additional funding provided under Line Item 1732A of the 2024-2025 General Appropriations Act begins on July 1, 2024; and,

WHEREAS, an extension to the Agreement is needed to provide additional time to complete the Project; and,

WHEREAS, the parties have agreed to amend the Agreement as set forth herein.

NOW THEREFORE, the parties agree as follows:

1. Section 3. of the Standard Grant Agreement is hereby revised to change the Date of Expiration to March 31, 2028. The Department and the Grantee shall continue to perform their respective duties during this extension period pursuant to the same terms and conditions provided in the Agreement.
2. Section 5. of the Standard Grant Agreement is hereby revised to the following:

Total Amount of Funding:	Funding Source?	Award #s or Line Item Appropriations:	Amount per Source(s):
\$5,500,000	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	LP, GAA LI 1705A, FY 23-24, GR	\$2,900,000
	<input checked="" type="checkbox"/> State <input type="checkbox"/> Federal	LP, GAA LI 1732A, FY 24-25, GR	\$2,600,000
	<input type="checkbox"/> State <input type="checkbox"/> Federal		
	<input type="checkbox"/> Grantee Match		
<b>Total Amount of Funding + Grantee Match, if any:</b>			<b>\$5,500,000</b>

3. Attachment 3, Grant Work Plan, is hereby deleted in its entirety and replaced with Attachment 3-1, Revised Grant Work Plan, as attached to this Amendment and hereby incorporated into the Agreement. All references in the Agreement to Attachment 3 shall hereinafter refer to Attachment 3-1, Revised Grant Work Plan.
4. Attachment 5, Special Audit Requirements, is hereby deleted in its entirety and replaced with Attachment 5-1, Revised Special Audit Requirements, attached hereto and made a part of the Agreement. All references in the Agreement to Attachment 5 shall hereinafter refer to Attachment 5-1, Revised Special Audit Requirements.
5. Exhibit A, Progress Report Form, is hereby deleted in its entirety and replaced with Exhibit A-1, attached hereto and made a part of the Agreement. All references in the Agreement to Exhibit A shall hereinafter refer to Exhibit A-1.
6. All other terms and conditions of the Agreement remain in effect. If and to the extent that any inconsistency may appear between the Agreement and this Amendment, the provisions of this Amendment shall control.

The parties agree to the terms and conditions of this Amendment and have duly authorized their respective representatives to sign it on the dates indicated below.

CITY OF SANFORD

By:   
 Authorized Signature

Art Woodruff, Mayor  
 Print Name and Title

Date: 8-28-29



STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: \_\_\_\_\_  
 Secretary or Designee

Angela Knecht, Division Director  
 Print Name and Title

Date: \_\_\_\_\_

\_\_\_\_\_  
 Cierra Kuchar, DEP Grant Manager

\_\_\_\_\_  
 Zach Easton, DEP QC Reviewer

List of attachments/exhibits included as part of this Amendment:

Specify Type	Letter/ Number	Description
Attachment	3-1	Revised Grant Work Plan
Attachment	5-1	Revised Special Audit Requirements
Exhibit	A-1	Progress Report Form

**ATTACHMENT 3-1  
REVISED GRANT WORK PLAN**

**PROJECT TITLE:** Sanford Nutrient Reduction at Lake Jesup and Lake Monroe

**PROJECT LOCATION:** The Project will be located in the City of Sanford within Seminole County; Lat/Long (28.8144, -81.2685).

**PROJECT BACKGROUND:** Improvements will eliminate surcharging of wastewater infrastructure for 25-year critical events and reduce 100-year critical event flooding from discharging into Lake Monroe. This project will result in the reduction of infiltration and inflow (I/I) of stormwater by improving aged sewer system infrastructure and reducing the impact on the wastewater treatment plant. Ongoing I/I evaluation has identified some of the contributing areas that require immediate attention. The I/I evaluation identified over 370 brick manholes with severe I/I that require replacement or rehabilitation, in addition to miles of degraded pipeline requiring rehab.

**PROJECT DESCRIPTION:** The City of Sandford (Grantee) will replace or rehabilitate approximately 370 brick manholes and degraded pipeline within the sewer system. The Grantee will also complete I/I evaluations as part of the project.

The Grantee does not anticipate that the funding under this Agreement will result in a fully completed project, so this Agreement will cover a portion of the work.

**TASKS:** All documentation should be submitted electronically unless otherwise indicated and should be submitted prior to the expiration of the grant agreement.

**Task 1: Project Management**

**Deliverables:** The Grantee will perform project management related to the Sanford Nutrient Reduction at Lake Jesup and Lake Monroe project, to include field engineering services, construction observation and inspections, site meetings with construction contractor(s) and design professionals, and overall construction coordination and supervision.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

**Task 2: Construction**

**Deliverables:** The Grantee will construct the rehabilitation or replacement of manholes and sewer pipeline in accordance with the construction contract documents.

**Documentation:** The Grantee will submit a signed summary of activities completed for the period of work covered in the payment request, using the format provided by the Department's Grant Manager. Upon request by the Department's Grant Manager, the Grantee will provide additional supporting documentation relating to this task.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

**Task 3: Study**

**Deliverables:** The Grantee will complete a study to complete I/I evaluation(s) of data from manhole monitoring and an evaluation of pump runs to identify I/I locations.

**Documentation:** The Grantee will submit an I/I Evaluation Report(s) containing the information and/or data completed to date as described in the Deliverables.

**Performance Standard:** The Department's Grant Manager will review the documentation to verify that the deliverables have been completed as described above. Upon review and written acceptance by the Department's Grant Manager, the Grantee may proceed with payment request submittal.

**Payment Request Schedule:** The Grantee may submit a payment request for cost reimbursement no more frequently than monthly.

**PROJECT TIMELINE & BUDGET DETAIL:** The tasks must be completed by the corresponding task end date. Cost reimbursable grant funding must not exceed the budget amounts as indicated below.

For any Task with a Budget Category of Contractual Services, the Grantee shall submit a copy of the executed subcontract to the Department prior to submitting any invoices for subcontracted work.

Task No.	Task Title	Budget Category	Grant Amount	Task Start Date	Task End Date
1	Project Management	Contractual Services	\$236,000	07/01/2023	09/30/2027
2	Construction	Contractual Services	\$4,736,000	07/01/2023	09/30/2027
3	Study	Contractual Services	\$528,000	07/01/2023	09/30/2027
Total:			\$5,500,000		

Note that, per Section 8.h. of Attachment 1 of the Agreement, authorization for continuation and completion of work and any associated payments may be rescinded, with proper notice, at the discretion of the Department if the Legislature reduces or eliminates appropriations. Extending the contract end date carries the risk that funds for this project may become unavailable in the future. This should be a consideration for the Grantee with this and future requests for extension.

**STATE OF FLORIDA**  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**Revised Special Audit Requirements**  
**(State and Federal Financial Assistance)**

**Attachment 5-1**

The administration of resources awarded by the Department of Environmental Protection (*which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the agreement*) to the recipient (*which may be referred to as the "Recipient", "Grantee" or other name in the agreement*) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

**MONITORING**

In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by DEP Department staff, limited scope audits as defined by 2 CFR 200.425, or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

**AUDITS**

**PART I: FEDERALLY FUNDED**

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR §200.330

1. A recipient that expends \$750,000 or more in Federal awards in its fiscal year, must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department of Environmental Protection. The determination of amounts of federal awards expended should be in accordance with the guidelines established in 2 CFR 200.502-503. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Part 200.514 will meet the requirements of this part.
2. For the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR 200.508-512.
3. A recipient that expends less than \$750,000 in federal awards in its fiscal year is not required to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F-Audit Requirements. If the recipient expends less than \$750,000 in federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR 200, Subpart F-Audit Requirements, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at <https://sam.gov/content/assistance-listings>.

**Attachment 5-1**

## PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient (for fiscal years ending June 30, 2017, and thereafter), the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, F.S.; Rule Chapter 69I-5, F.A.C., State Financial Assistance; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this form lists the state financial assistance awarded through the Department of Environmental Protection by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year (for fiscal year ending June 30, 2017, and thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

## PART III: OTHER AUDIT REQUIREMENTS

*(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)*

## PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with 2 CFR Part 200, Subpart F-Audit Requirements, and required by PART I of this form shall be submitted, when required by 2 CFR 200.512, by or on behalf of the recipient directly to the Federal Audit Clearinghouse (FAC) as provided in 2 CFR 200.36 and 200.512
  - A. The Federal Audit Clearinghouse designated in 2 CFR §200.501(a) (the number of copies required by 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:



By Mail:

Federal Audit Clearinghouse  
Bureau of the Census  
1201 East 10th Street  
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at <http://harvester.census.gov/facweb/>

2. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

**Audit Director**  
Florida Department of Environmental Protection  
Office of Inspector General, MS 40  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Electronically:

[FDEPSingleAudit@dep.state.fl.us](mailto:FDEPSingleAudit@dep.state.fl.us)

- B. The Auditor General's Office at the following address:

Auditor General  
Local Government Audits/342  
Claude Pepper Building, Room 401  
111 West Madison Street  
Tallahassee, Florida 32399-1450

The Auditor General's website (<http://flauditor.gov/>) provides instructions for filing an electronic copy of a financial reporting package.

3. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:

**Audit Director**  
Florida Department of Environmental Protection  
Office of Inspector General, MS 40  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Electronically:

[FDEPSingleAudit@dep.state.fl.us](mailto:FDEPSingleAudit@dep.state.fl.us)

4. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with 2 CFR 200.512, section 215.97, F.S., and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.



5. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with 2 CFR 200, Subpart F-Audit Requirements, or Chapters 10.550 (local governmental entities) and 10.650 (non and for-profit organizations), Rules of the Auditor General, should indicate the date and the reporting package was delivered to the recipient correspondence accompanying the reporting package.

#### **PART V: RECORD RETENTION**

The recipient shall retain sufficient records demonstrating its compliance with the terms of the award and this Agreement for a period of **five (5)** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three (3)** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

**EXHIBIT - 1**

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

*Note: If the resources awarded to the recipient represent more than one federal program, provide the same information shown below for each federal program and show total federal resources awarded*

<b>Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:</b>					
<b>Federal Program</b>	<b>Federal Agency</b>	<b>CFDA Number</b>	<b>CFDA Title</b>	<b>Funding Amount</b>	<b>State Appropriation Category</b>
<b>Federal Program A</b>				\$	
<b>Federal Program B</b>					

*Note: If the resources awarded to the recipient represent more than one federal program, list applicable compliance requirements for each federal program in the same manner as shown below:*

<b>Federal Program A</b>	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	
<b>Federal Program B</b>	First Compliance requirement: i.e.: (what services of purposes resources must be used for)	
	Second Compliance requirement: i.e.: (eligibility requirement for recipients of the resources)	
	Etc.	
	Etc.	

Note: If the resources awarded to the recipient for matching represent more than one federal program, provide the same information shown below for each federal program and show total state resources awarded for matching.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category
Federal Program A					
Federal Program B	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

Note: If the resources awarded to the recipient represent more than one state project, provide the same information shown below for each state project and show total state financial assistance awarded that is subject to section 215.97, F.S.

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:					
State Program	State Awarding Agency	State Fiscal Year <sup>1</sup>	CSFA Number	CSFA Title or Funding Source Description	State Appropriation Category
Original Agreement	Department of Environmental Protection	2023-2024	37.039	Statewide Water Quality Restoration Projects - LJ 1705A	\$2,900,000 140047
Amendment 1	Department of Environmental Protection	2024-2025	37.039	Statewide Water Quality Restoration Projects - LJ 1732A	\$2,600,000 140047
State Program B	State Awarding Agency	State Fiscal Year <sup>2</sup>	CSFA Number	CSFA Title or Funding Source Description	Funding Amount State Appropriation Category

Total Award	\$5,500,000
-------------	-------------

Note: List applicable compliance requirement in the same manner as illustrated above for federal resources. For matching resources provided by the Department for DEP for federal programs, the requirements might be similar to the requirements for the applicable federal programs. Also, to the extent that different requirements pertain to different amount for the non-federal resources, there may be more than one grouping (i.e. 1, 2, 3, etc.) listed under this category.

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://sam.gov/content/assistance-listings>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>], and State Projects Compliance Supplement (Part Four: State Projects Compliance Supplement [[https://apps.fldfs.com/fsaa/state\\_project\\_compliance.aspx](https://apps.fldfs.com/fsaa/state_project_compliance.aspx)]). The services/purposes for which the funds are to be used are included in the Agreement's Grant Work Plan. Any match required by the Recipient is clearly indicated in the Agreement.

<sup>1</sup> Subject to change by Change Order.  
<sup>2</sup> Subject to change by Change Order.

**STATE OF FLORIDA  
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

**Exhibit A-1  
Progress Report Form**

The current **Exhibit A-1, Progress Report Form** for this grant can be found on the Department's website at this link:

<https://floridadep.gov/wra/wra/documents/progress-report-form>

Please use the most current form found on the website, linked above, for each progress report submitted for this project.





APPROVED

WS \_\_ RM X  
Item No. 9.D

**CITY COMMISSION MEMORANDUM 24-25 1  
AUGUST 26, 2024 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** William Marcous, Utilities Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Resolution No. 2024-3282; Accepting Grant and Approving Grant Agreement; Florida Department of Environmental Protection; Nutrient Reduction Relating to Lake Jesup and Lake Monroe; \$2,900,000; Approval of Resolution No. 2024-3283; Amending the City Budget

**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. 2024-3285, to approve an amendment to a Grant Agreement with the Florida Department of Environmental Protection (FDEP) relating to the nutrient reduction program with regards to Lake Jesup and Lake Monroe and approval of associated Resolution No. 2024-3283, to amend the City budget is requested.

**FISCAL/STAFFING STATEMENT:**

The proposed FDEP Grant Agreement would provide \$2,900,000 for the continuation of the program for nutrient reduction relating to Lake Jesup and Lake Monroe. This effort represents the efforts of the City to obtain funding for beneficial programs and projects from non-City derived revenue sources.

**BACKGROUND:**

On November 13, 2023, the City Commission approved the agreement with the FDEP. The proposed amendment revises FDEP grant (LPA0554) that pertains to the project entitled “Sanford Nutrient Reduction at Lake Jesup and Lake Monroe”. The grant was in the amount of \$2,900,000. The proposed amendment provides for an additional \$2,600,000 in funding as provided for under Line Item 1732A of the 2024-2025 General Appropriations Act as enacted by the Florida Legislature. The total funding provided to the City will be \$5,500,000. The amendment to the Agreement is also needed to provide additional time to complete the project. Otherwise, the amendment merely makes technical modifications to the grant. Resolution No. 2024-3283 is needed to incorporate the additional \$2,600,000 of funding into the City budget to implement the project being funded by the FDEP.

The meandering and scenic St. Johns River is Florida’s longest river. The 310-mile waterway includes upper, middle and lower basins, and flows from Indian River County northward to its mouth where it empties into the Atlantic Ocean east of Jacksonville.

The Middle St. Johns River Basin has an important role in the water cycle and Lakes Jesup and Lake Monroe are two areas abutting the City where the St. Johns River widens. Water quality of the two lakes has been adversely affected over the years by nutrient contamination associated with urban and agricultural land uses and the use of fertilizers, septic tanks and urban stormwater which occur and contribute to the long-term degradation of water quality. Damaged ecosystems can be repaired by reducing the amount of nutrient exposure in the environment. The Middle St. Johns River Basin is highly impacted by nutrient pollution.

Lake Jesup, the largest lake in Seminole County, and Lake Monroe, which abuts and is actually located within the City Limits of the City, are hydrologically complex systems with a large, urbanized watersheds. The lakes are shallow with Lake Jesup having a particularly low flushing rate. Lake Jesup drains a 150-square-mile watershed, including portions of Oviedo, Sanford, Winter Park, Casselberry, Maitland, Longwood, Altamonte Springs, Lake Mary, Eatonville, Winter Springs and Orlando in Seminole and Orange counties and flows northward into the St. Johns River and Lake Monroe.

Accordingly, enhancing the water quality of Lake Jesup and Lake Monroe will not only benefit the environment and protect valuable natural resources; but will also enhance the quality of life for those who live in, own property in, visit or recreate in the City. The City's efforts to continually work in collaboration with the FDEP and other agencies to abate the nutrient levels of Lake Monroe and Lake Jesup are rewarded when grants such as the one that is the subject of this agenda item are awarded to the City.

#### **LEGAL REVIEW:**

The Assistant City Attorney has assisted in this matter and has no legal objection subject to all procurement activities being accomplished in accordance with the requirements of controlling Florida law and the City's Purchasing Policies and Procedures. A great number of auditing provisions are in place in the FDEP's grant agreements relative to which the City must take great care as to procurement activities and contract management practice and principles.

#### **RECOMMENDATION:**

City staff recommends that the City Commission adopt Resolution No. 2024-3282, approving the FDEP Grant Agreement amendment pertaining to nutrient reduction relating to Lake Jesup and Lake Monroe and Resolution No. 2024-3283, approving the requisite and associated budget amendment and associated needed implementing procurement activities.

#### **SUGGESTED MOTION:**

"I move to adopt the two resolutions, as proposed."

- Attachments:
- (1). FDEP Amendment to Grant Agreement.
  - (2). Resolution No. 2024-3282, approving the Amendment to FDEP Grant Agreement.
  - (3). Resolution No. 2024-3283, approving a budget amendment (with budget amendment form).