

## Resolution No. 2025-3348

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025; relating to the use of impact fees to purchase of a covered trailer for the Police Department and 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, 2024, and terminating on September 30, 2025, 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 such as with regard to the purchase of a covered trailer for the Police Department; 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; Purchase Of A Covered Trailer For The Police Department.**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2024, and terminating on September 30, 2025, is hereby revised and

amended by Attachment "A" relating to the use of impact fees to purchase of a covered trailer for the Police Department. 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, 2024, and terminating on September 30, 2025, 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 including, but not limited to, procurement activities.

**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 to include the procurement activities of the City's Police Department.

**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.

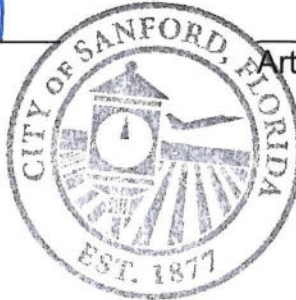
**Passed and adopted this** 10th day of February, 2025.

Attest:

**City Commission of the City of Sanford**



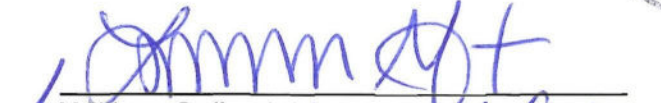
Traci Houchin, MMC, FCRM  
City Clerk

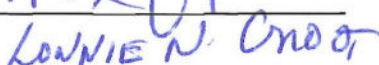




Art Woodruff, Mayor

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

  
William Colbert  
City Attorney

  
Lonnie N. Croft  
ACA

# ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2025  
Department: Police

Division: IA/CRU 2034

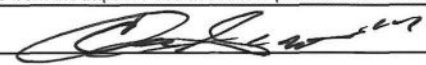
**CHANGES IN EXPENDITURE**

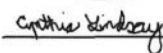
| EXPENDITURE ACCOUNT NUMBER |             |        |     |           |                       | Current    | Current    | Amount of        | Adjusted   |
|----------------------------|-------------|--------|-----|-----------|-----------------------|------------|------------|------------------|------------|
| Fund                       | Expenditure | Act Cd | Ele | Project # | Revenue Account Title | Budget     | Balance    | Change           | Unrealized |
| 134                        | 0000        | 389    | 98  | 00        | Use of Reserves       | \$ 549,482 | \$ 549,482 | \$ 23,000        | 572,482    |
| TOTAL CHANGES IN REVENUES  |             |        |     |           |                       |            |            | <u>\$ 23,000</u> |            |

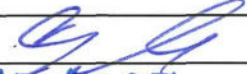
**CHANGES IN EXPENDITURES**


| EXPENDITURE ACCOUNT NUMBER    |         |          |     |     |           | Current                       | Current | Amount of        | Remaining |           |
|-------------------------------|---------|----------|-----|-----|-----------|-------------------------------|---------|------------------|-----------|-----------|
| Fund                          | Dpt/Div | Activity | Obj | Ele | Project # | Expenditure Account Title     | Budget  | Balance          | Change    | Balance   |
| 134                           | 2034    | 521      | 64  | 00  | PDEQP     | Law Enforcement - Machinery & | \$ -    | (260,759)        | 23,000    | (283,759) |
| TOTAL CHANGES IN EXPENDITURES |         |          |     |     |           |                               |         | <u>\$ 23,000</u> |           |           |

REASON FOR AMENDMENT: \$23,000 from the Impact Fees account to purchase a covered trailer for the transport of Police Department Motorcycles.

DIRECTOR APPROVAL:  DATE: 1/27/2025

FINANCE APPROVAL:  DATE: 1/27/2025

CITY MANAGER APPROVAL:  DATE: 1/27/2025

CITY COMMISSION AGENDA DATE: 2.10.2025 APPROVED 

**FOR FINANCE USE**

Entry Date: \_\_\_\_\_ Batch Number: \_\_\_\_\_ Document #: BA 04-111



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_\_ RM X

Item No. 9.H

**CITY COMMISSION MEMORANDUM 25-049**  
**FEBRUARY 10, 2025 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Bianca Gillett, Strategic Communications Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Covered Trailer For Police Department; Budget Amendment And Associated Procurement; Resolution No. 2025-3348; \$23,000

**STRATEGIC PRIORITIES:**

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

**SYNOPSIS:**

Requesting to approve Resolution No. 2025-3348, to amend the budget relating to the use of funds from the Impact Fees account for purchase of a covered trailer.

**FISCAL/STAFFING STATEMENT:**

The Police Department will make use of a total of \$23,000 from the Impact Fees account to purchase a covered trailer for the transport of Police Department motorcycles; subject to proper procurement procedures.

**BACKGROUND:**

The Police Department proposes the utilization of \$23,000 from the Impact Fees account to purchase a covered trailer, 28' in length, for the transport of Department motorcycles. This purchase will allow for the secured transport of the Department Motorcycles to an array of events, training sessions, and use in memorial services as well as for times when brought to a facility for maintenance or repair. A budget amendment is needed in order to use the required funds, as proposed. Resolution No. 2025-3348 implements the budget amendment.

**LEGAL REVIEW:**

The Assistant City Attorney has assisted in this matter and has no legal objections to the proposed action.

**RECOMMENDATION:**

City staff recommend that the City Commission approve Resolution No. 2025-3348 amending the Fiscal Year 2024/2025 Operating Budget in the amount of \$23,000 for the Police Department's purchase of a covered trailer for the Police Department motorcycles.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 2025-3348, as proposed.”

- Attachments: (1). Resolution No. 2025-3348.  
(2). Associated budget amendment form.