

## **Resolution No. 2025-3358**

**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 termination of Grant WG085 (BNR/S) "Sanford South WRC – BNR Improvements For Nutrient Reduction And Protection of Lake Monroe and Lake Jesup"; 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 relating to the termination of Grant WG085 (BNR/S) "Sanford South WRC – BNR Improvements For Nutrient Reduction And Protection of Lake Monroe and Lake Jesup"; 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; Termination Of Grant WG085 (BNR/S) “Sanford South WRC – BNR Improvements For Nutrient Reduction And Protection Of Lake Monroe And Lake Jesup”.**

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 termination of Grant WG085 (BNR/S) “Sanford South WRC – BNR Improvements For Nutrient Reduction And Protection of Lake Monroe and Lake Jesup”. 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; Approval Of The Project Coding And Payments Of Invoices To CPH Consulting, LLC.**

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, to include, but not be limited to, any and all necessary or prior procurement actions to include, but not be limited to, approval of the project coding and payments of invoices to CPH Consulting, LLC.

**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 project and activities of the City relating to the termination of Grant WG085 (BNR/S) “Sanford South WRC –

BNR Improvements For Nutrient Reduction And Protection of Lake Monroe and Lake Jesup".

#### **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** 10th day of March, 2025.

Attest:

**City Commission of the City of  
Sanford**

*Traci Houchin*

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

*Lonnie N. Coot*  
ACA

## REQUEST FOR BUDGET TRANSFER

Fiscal Year 23/24

**Department: Public Works**

**Division: Utilities/Plants**

**Date:** 3/5/2024

## DECREASE BUDGET

EXPENDITURE ACCOUNT NUMBER						Current Budget	Current Balance	Amount of Decrease	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title			
452	4540	536	63	00	WW2302	W/S Combination/improve other than bldg	\$ 10,259,859	\$ 7,386,024	\$ 2,500,000
									\$ 4,886,024
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## INCREASE BUDGET

[illegible]

**REASON FOR AMENDMENT:** Moving funds into the correct account line for South Plant FDEP Grant WG 085

DIRECTOR APPROVAL: Brunt Johnson DATE: 18/03/2024  
Brunt Johnson | Mar 18, 2024 | 10:55 COT

FINANCE APPROVAL: Cynthia Lindsey DATE: 3/6/24

CITY MANAGER APPROVAL:  DATE: 10/03/2024  
(\$5,000 TO \$49,999)

**CITY COMMISSION AGENDA DATE:** 3/15/25 **2/26/2024**  
**(\$50,000 OR MORE)**

APPROVED? Y

FOR FINANCE USE

**Entry Date:** 03/19/2024

**Batch Number:** 2947

Document #: BA 06-107



# FLORIDA DEPARTMENT OF Environmental Protection

Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, FL 32399

**Ron DeSantis**  
Governor

**Jeanette Nuñez**  
Lt. Governor

**Alexis A. Lambert**  
Secretary

December 9, 2024

Norton N. Bonaparte, Jr.  
City Manager  
300 North park Avenue  
Sanford, FL 32399

RE: Sanford South WRC-BNR Improvements for Nutrient Reduction and Protection of  
Lake Monroe and Lake Jesup

Dear Mr. Bonaparte:

As requested, the Department will terminate the Sanford South WRC-BNR  
Improvements for Nutrient Reduction and Protection of Lake Monroe and Lake  
Jesup, Grant Agreement WG085, with the City of Sanford.

Per Section 13 A. of the Grant Agreement, the Department may terminate the  
Agreement for convenience by providing the Grantee with thirty (30) calendar  
days written notice. Please consider this letter as the required notice: Thirty  
(30) days from the date of this letter, grant agreement WG085 will be  
terminated.

Please call Mitch Holmes at (850) 245-2963, if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Angela Knecht".

Digitally signed by Angela  
Knecht  
Date: 2024.12.09 13:10:56  
-05'00'

Angela Knecht  
Division Director  
Water Restoration Assistance

AK/mh



# Accounts Payable Correction Request

Please complete this form in the event invoice(s) has been processed incorrectly and needs to be corrected.

Vendor #	PO #	Invoice #	Payment #	Amount of Invoice*	Current Project #	Revised GL#	Revised Project \$	Purchasing Notified of Change
219	38626	146250	2446	4913.42	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	149225	2900	4562.46	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	156138	3577	3947.50	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	157893	3852	38799.92	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	158161	3958	13498.40	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	157401	3626	3365.00	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	150592	3324	14605.27	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	147469	2394	4697.44	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	149350	2900	11716.61	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	155663	3415	22947.28	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
219	38626	157508	3803	38927.50	WW2202	452.4528.536.63.91	WW2302	<input type="checkbox"/>
								<input type="checkbox"/>
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\*If you only need to change a portion of the total amount paid, please enter that dollar amount.

Requested by: \_\_\_\_\_

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

AP corrections will be processed upon receipt of this form completed in its entirety. Incomplete forms will be returned.

04/22/2024





CITY OF  
**SANFORD**  
FLORIDA



APPROVED

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

**CITY COMMISSION MEMORANDUM 25-072**  
**MARCH 10, 2025 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Michael Cannon P.E., Utility Engineering Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Grant Termination; WG085 (BNR/S) "Sanford South WRC – BNR Improvements For Nutrient Reduction And Protection of Lake Monroe and Lake Jesup"; Implementing Budget Amendment Resolution No. 2025-3358; \$1,250,000 With \$1,250,000 City Match.

**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. 2025-3358, to amend the budgetary actions relating to the grant termination of the Florida Department of Environmental Protection (FDEP) WG085 (BNR/S) "Sanford South WRC – BNR Improvements for Nutrient Reduction and Protection of Lake Monroe and Lake Jesup grant.

**FISCAL/STAFFING STATEMENT:**

The City originally took advantage of the State funding grant for necessary projects relating to nutrient reduction in the Lake Monroe and Lake Jesup watersheds in the amount of \$1,250,000 under FDEP grant WG085 with a \$1,250,000 City match for a total of \$2,500,000. The FDEP, on December 9, 2024, gave the City 30-days' notice that that grant was terminated. This action is an administrative finance matter to address that termination. Grant termination does not have an impact on the City as no funds were expended under this portion of funding. Services were rendered under the City match portion in the amount of \$161,980.80 by CPH, Consulting, LLC. and were paid from a Plants Capital account.

**BACKGROUND:**

As noted, The FDEP, on December 9, 2024, gave the City 30-days' notice that the subject grant was terminated. The FDEP and the City have an ongoing collaborative relationship that has resulted in benefitting the public interest by causing nutrient successful reduction efforts in Lake Monroe and Lake Jesup watersheds to provide continued benefits to the City and the public.

City staff will continue to engage in efforts to obtain funding assistance from FDEP in order to reduce the financial burden upon the City to address needs relating to environmental protection and sewer system enhancements in the future.

**LEGAL REVIEW:**

The Assistant City Attorney has reviewed this matter and has no legal objection to the fiscal/administrative actions, as proposed.

**RECOMMENDATION:**

City staff recommend that the City Commission approve Resolution No. 2025-3358, to amend the budgetary actions in the amount of \$1,250,000 of the City match funds, resulting from the grant termination for WG085, which includes approving the matters relating to the project coding of invoices in the amount of \$161,980.80 from CPH Consulting, LLC.

**SUGGESTED MOTION:**

“I move adopt Resolution No. 2025-3358, and the associated actions, as proposed.”

Attachments: (1). Resolution No. 2025-3358.  
(2). FDEP Grant termination letter.  
(3). Original budget amendment.  
(4). CPH Consulting, LLC. invoice form.