

## **Resolution No. 2025-3378**

**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 funding of consultant services pertaining to the South Water Resource Center expansion; 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 to address funding of consultant services pertaining to the South Water Resource Center expansion; 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; Amendment Of Grant SG080; Florida Department of Environmental Protection; Procurement Relating To Funding Of Consultant Services Pertaining To The South Water Resource Center Expansion.**

(a). 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” pertaining to funding of consultant services pertaining to the South Water Resource Center expansion. The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim.

(b). 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, to include, but not be limited to, any and all necessary procurement actions relating to the acquisition of consultant services pertaining to the South Water Resource Center expansion.

**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 relating to the South Water Resource Center expansion.

**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** 28th day of April, 2025.

*Attest:*

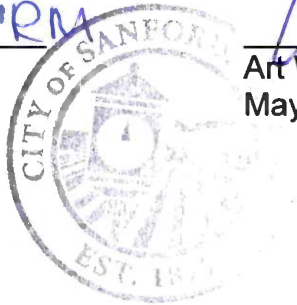
**City Commission of the City of  
Sanford**

*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

*Lonnie N. Croot*  
Lonnie N. Croot  
ALA

# REQUEST FOR BUDGET TRANSFER

**Fiscal Year**                      **24/25**

**Department: Public Works**

### Division: Utilities/Plants

**Date:** 4/15/2025

## DECREASE BUDGET

EXPENDITURE ACCOUNT NUMBER						Expenditure Account Title	Current Budget	Current Balance	Amount of Decrease	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #					
W/S Combination										
452	4520	536	31	00	WD0801	Services/Professional Services	\$ 125,650	46,350	45,000	\$ 1,350

## INCREASE BUDGET

EXPENDITURE ACCOUNT NUMBER						Expenditure Account Title	Current Budget	Current Balance	Amount of Increase	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #					
452	4528	536	31	00	WD0807	W/S Combination/Professional Services	297,204	-	45,000	45,000
										-
										-
										-
										-
										-
										-
										-
						TOTAL INCREASE			\$ 45,000	

**REASON FOR AMENDMENT:** move funds to professional services for SWRC brackish water WD0807

**DIRECTOR APPROVAL:** 

DATE: 9/28/25

FINANCE APPROVAL: Cynthia Lindsay

DATE: 4/15/25

**CITY MANAGER APPROVAL:** \_\_\_\_\_  
(\$5,000 TO \$49,999)

DATE: 4/23/25

CITY COMMISSION AGENDA DATE: 7/28/25 3/31/2025  
(\$50,000 OR MORE)

**APPROVED?** \_\_\_\_\_

FOR FINANCE USE

Entry Date:

**Batch Number:**

Document #: BA 07-110



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_ RM \_\_x\_\_  
Item No. 9.E

**CITY COMMISSION MEMORANDUM 25-122**  
**APRIL 28, 2025, AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Michael Cannon, Utilities Engineering Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Resolution No. 2025-3378; Budget Amendment; South Water Resource Center Expansion Design and Brackish Water Treatment Facility Design Consultant Selection Services; \$45,000

**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. 2025-3378, amending the City budget to provide for funding to develop a consultant selection Request for Proposals (RFP) document and to assist with the selection of a design consultant to complete the design of the expansion of the South Water Resource Center from 3.0 million gallons per day (MGD) to 6.0 MGD per day along with the design of a 1.0 MGD brackish water treatment plant.

**FISCAL/STAFFING STATEMENT:**

Funds are currently available in the Plants Capital Account.

**BACKGROUND:**

The purpose of these needed consultant services is to assist with the preparation of RFP procurement documents and to assist with the selection of a design consultant to prepare construction plans and specifications for the future expansion of the South Water Resource Center from 3.0 MGD to 6.0 MGD along with construction plans and specifications for a future 1.0 MGD brackish water treatment facility. The City plans to increase the wastewater treatment capacity of the South Water Resource Center and provide additional drinking water treatment capacity by preparing for the future construction of a brackish groundwater treatment facility near the South Water Reclamation Resource Center.

**LEGAL REVIEW:**

The Assistant City Attorney has reviewed this matter and has no legal objection.

**RECOMMENDATION:**

City staff recommends that the City Commission adopt Resolution No. 2025-3378. amending the City budget to provide for funding to develop a consultant selection Request for Proposals (RFP) document and to assist with the selection of a design consultant to complete the design of the expansion of the South Water Resource Center.

**SUGGESTED MOTION:**

“I move to adopt Resolution No. 2025-3378; as proposed.”

Attachment: Resolution No. 2025-3378.