

REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2021
 Department: City Manager

Division: CDBG/LIHEAP

Date: 10/1/2020

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
105	0000	331	54	00	CDBG Grant Funds			\$ 186,957	186,957
117	0000	331	59	01	LIASCA LIHEAP Cares Funds			\$ 576,466	576,466
TOTAL CHANGES IN REVENUES								\$ 763,423	

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER						Current	Current	Amount of	Remaining	
Fund	OpDiv	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Change	Balance
105	1105	554	31	00	CDBGAD	Professional Services	\$ -	-	29,995	29,995
105	1105	554	40	00	CDBGAD	Professional Services	\$ -	-	100	100
105	1105	554	41	00	CDBGAD	Professional Services	\$ -	-	876	876
105	1105	554	42	00	CDBGAD	Professional Services	\$ -	-	100	100
105	1105	554	44	00	CDBGAD	Professional Services	\$ -	-	530	530
105	1105	554	49	00	CDBGAD	Professional Services	\$ -	-	5,567	5,567
105	1105	554	51	00	CDBGAD	Professional Services	\$ -	-	2,500	2,500
105	1105	554	52	00	CDBGAD	Professional Services	\$ -	-	6,164	6,164
105	1105	554	54	02	CDBGAD	Professional Services	\$ -	-	500	500
105	1105	554	83	05	CDBGED	Spec Econ Dev Activity	\$ -	-	7,959	7,959
105	1105	554	83	02	CDBGFD	Food/PPE	\$ -	-	86,231	86,231
105	1105	554	83	02	CDBGHL	Svcs for Youth/Sen Homeless	\$ -	-	46,435	46,435
117	1104	564	12	00	LIADCA	Administration	\$ -	-	31,469	31,469
117	1104	564	44	00	LIADCA	Rental	\$ -	-	18,525	18,525
117	1104	564	43	00	LIADCA	Utilities	\$ -	-	4,425	4,425
117	1104	564	40	00	LIADCA	Travel and Per Diem	\$ -	-	1,620	1,620
117	1104	564	41	00	LIADCA	Postage	\$ -	-	1,920	1,920
117	1104	564	41	00	LIADCA	Office Supplies	\$ -	-	3,605	3,605
117	1104	564	46	00	LIADCA	Repairs and Maint	\$ -	-	3,000	3,000
117	1104	564	52	00	LIADCA	Operating Supplies	\$ -	-	5,500	5,500
117	1104	564	47	00	LIADCA	Printing and Binding	\$ -	-	500	500
117	1104	564	54	01	LIADCA	Books/Publications	\$ -	-	428	428
117	1104	564	86	00	LIASCA	Assistance	\$ -	-	391,070	391,070
117	1104	564	86	00	LIAOCA	Outreach Assistance	\$ -	-	114,404	114,404
TOTAL CHANGES IN EXPENDITURES								\$ 763,423		

REASON FOR AMENDMENT: Rollover CARES funds remaining from FY2020 to FY 2021 for CDBG and LIHEAP

DIRECTOR APPROVAL: _____

Andrew J. Staffieri
 Digitally signed by Peter J. Staffieri

DATE: 11/25/2020

FINANCE APPROVAL: _____

Peter J. Staffieri
 DN: cn=Peter J. Staffieri, o=City of Sanford, ou=Finance Department, email=peter.staffieri@sanfordfl.gov, c=US

DATE: _____

CITY MANAGER APPROVAL: _____

Staffieri
 Date: 2020.11.25 13:02:42 -05'00'

DATE: _____

CITY COMMISSION AGENDA DATE: November 9, 2020

APPROVED **Y**

FOR FINANCE USE

Entry Date: 12/09/2020
S. Posey

Batch Number: B# 0774

Document #: BA 03-101

Res# 2913

CCM# 20-226

Resolution No. 2913

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021; 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, 2020 and terminating on September 30, 2021 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, 2020 and terminating on September 30, 2021 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, 2020 and

terminating on September 30, 2021 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 9th day of November, 2020.

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 L. Colbert
William L. Colbert, City Attorney



CITY OF
SANFORD
FLORIDA



APPROVED

WS ___ RM X

Item No. 8.C

**CITY COMMISSION MEMORANDUM 20-226
NOVEMBER 9, 2020 AGENDA**

To: Honorable Mayor and Members of the City Commission
PREPARED BY: Cynthia Lindsay, Finance Director
SUBMITTED BY: Norton N. Bonaparte, Jr., City Manager
SUBJECT: Resolution No. 2913 – Use of reserves for City CARES Grant program

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. 2913 to amend the LIHEAP and CDBG Grant funds in the amount of \$574,466 and \$186,957 is requested.

FISCAL/STAFFING STATEMENT:

The budget amendment is a grant supported adjustment that will aid the city's citizens during and because of the COVID-19 crisis and does not affect the City's general fund budget.

BACKGROUND:

During 2020, COVID-19 caused business to close or modify operations for social distancing purposes and as such has had a negative effect upon them and their employees. To assist those impacted, the federal government allocated CARES funds to assist those business' and residents. The City was awarded \$835,189 in LIHEAP funds and \$298,368 in the first round of CDBG funds.

This amendment rolls the amounts not spent in 2020 into FY 2021.

LEGAL REVIEW:

No legal review requested of the City Attorney.

RECOMMENDATION:

Staff recommends that the City Commission approve Resolution No. 2913 to amend the budget to amend the budget by \$763,423 by increasing the City's LIHEAP fund by \$576,466 and the CDBG fund by \$186,957.

SUGGESTED MOTION:

“I move to approve Resolution No. 2913 to amend the budget in the amount of \$763,423 by increasing the CDBG and LIHEAP funds.

Attachments: Budget Amendment Resolution No. 2913

GROUP NUMBER . : 00774 ROLLOVER CARES FUNDS
 GROUP USER . . : POSEYS Posey, Shanna - Executive

 TRANS NO TRANS DATE DOCUMENT ACCOUNT NUMBER DESCRIPTION 1 PROJECT BUDGET AMOUNT ORIG (Y/N)
 DESCRIPTION 2 TYPE

0000100 11/25/2020 BA 03-101 105-0000-331.54-00 CDGB GRANT FUNDS 186,957.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000200 11/25/2020 BA 03-101 117-0000-331.59-01 LIHEAP GRANT FUNDS LIASCA 576,466.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000300 11/25/2020 BA 03-101 105-1105-554.31-00 CDBG PROFESSIONAL SRVCS CDBGAD 29,995.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000400 11/25/2020 BA 03-101 105-1105-554.40-00 CDBG PROFESSIONAL SRVCS CDBGAD 100.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000500 11/25/2020 BA 03-101 105-1105-554.41-00 CDBG PROFESSIONAL SRVCS CDBGAD 876.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000600 11/25/2020 BA 03-101 105-1105-554.42-00 CDBG PROFESSIONAL SRVCS CDBGAD 100.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000700 11/25/2020 BA 03-101 105-1105-554.44-00 CDBG PROFESSIONAL SRVCS CDBGAD 530.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000800 11/25/2020 BA 03-101 105-1105-554.49-00 CDBG PROFESSIONAL SRVCS CDBGAD 5,567.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0000900 11/25/2020 BA 03-101 105-1105-554.51-00 CDBG PROFESSIONAL SRVCS CDBGAD 2,500.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0001000 11/25/2020 BA 03-101 105-1105-554.52-00 CDBG PROFESSIONAL SRVCS CDBGAD 6,164.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0001100 11/25/2020 BA 03-101 105-1105-554.54-02 CDBG PROFESSIONAL SRVCS CDBGAD 500.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0001200 11/25/2020 BA 03-101 105-1105-554.83-05 SPEC ECON DEV ACTIVITIES CDBGED 7,959.00
 RES# 2913 / CCM# 20-226
 WARNING! Date is not within the range set for the period.

0001300 11/25/2020 BA 03-101 105-1105-554.83-02 CDBG FOOD / PPE CDBGFD 86,231.00
 RES# 2913 / CCM# 20-226

GROUP NUMBER . : 00774 ROLLOVER CARES FUNDS
 GROUP USER . . : POSEYS Posey, Shanna - Executive

 TRANS NO TRANS DATE DOCUMENT ACCOUNT NUMBER DESCRIPTION 1 PROJECT BUDGET AMOUNT ORIG (Y/N)
 DESCRIPTION 2 TYPE

WARNING! Date is not within the range set for the period.

0001400 11/25/2020 BA 03-101 105-1105-554.83-02 SRVS FOR YOUTH/SENR/HOMLS CDBGHL 46,435.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0001500 11/25/2020 BA 03-101 117-1104-564.12-00 LIHEAP ADMIN LIADCA 31,469.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0001600 11/25/2020 BA 03-101 117-1104-564.44-00 LIHEAP RENTAL LIADCA 18,525.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0001700 11/25/2020 BA 03-101 117-1104-564.43-00 LIHEAP UTILITIES LIADCA 4,425.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0001800 11/25/2020 BA 03-101 117-1104-564.40-00 LIHEAP TRAVEL & PER DIEM LIADCA 1,620.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0001900 11/25/2020 BA 03-101 117-1104-564.41-00 LIHEAP POSTAGE LIADCA 1,920.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002000 11/25/2020 BA 03-101 117-1104-564.41-00 LIHEAP OFFICE SUPPLIES LIADCA 3,605.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002100 11/25/2020 BA 03-101 117-1104-564.46-00 LIHEAP REPAIRS/MAINTENANC LIADCA 3,000.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002200 11/25/2020 BA 03-101 117-1104-564.52-00 LIHEAP OPERATING SUPPLIES LIADCA 5,500.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002300 11/25/2020 BA 03-101 117-1104-564.47-00 LIHEAP PRINTING/BINDING LIADCA 500.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002400 11/25/2020 BA 03-101 117-1104-564.54-01 LIHEAP BOOKS/PUBLICATIONS LIADCA 428.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002500 11/25/2020 BA 03-101 117-1104-564.86-00 LIHEAP ASSISTANCE ~~LIADCA~~ LIASCA PJS 12/10/2020 391,070.00
 RES# 2913 / CCM# 20-226

WARNING! Date is not within the range set for the period.

0002600 11/25/2020 BA 03-101 117-1104-564.86-00 LIHEAP OUTREACH ASSISTNCE LIAOCA 114,404.00
 RES# 2913 / CCM# 20-226

GROUP NUMBER . : 00774 ROLLOVER CARES FUNDS
GROUP USER . . : POSEYS Posey, Shanna - Executive

TRANS NO	TRANS DATE	DOCUMENT	ACCOUNT NUMBER	DESCRIPTION 1	PROJECT	BUDGET AMOUNT	ORIG (Y/N)
DESCRIPTION 2		TYPE					

WARNING! Date is not within the range set for the period.

TOTALS:

AMOUNT CALCULATED

AMOUNT ENTERED

DIFFERENCE

COUNT: 26
AMOUNT: 1,526,846.00

26
1,526,846.00

*** WARNINGS exist in this Group. ***

Peter J.
Staffieri

Digitally signed by Peter J.
Staffieri
DN: cn=Peter J. Staffieri,
o=City of Sanford,
ou=Finance Department,
email=peter.staffieri@sanford
fl.gov, c=US
Date: 2020.12.10 14:48:27
-05'00'