

REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2023

Department: Parks and Recreation

Division: Mayfair

Date: 1/25/2023

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER						Current Budget	Current Unrealized (Budget)	Amount of Change	Adjusted Unrealized
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title				
455	0000	381	01	00	Transfer from General Fund	\$ -	\$ -	\$ 18,144	\$ 18,144
001	0000	389	98	00	Use of Reserves	641,055	641,055	18,144	659,199
TOTAL CHANGES IN REVENUES								\$ 36,288	

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER						Current Budget	Current Balance	Amount of Change	Remaining Balance
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title			
001	7979	581	91	79		Transfer to Mayfair	\$ -	\$ -	\$ 18,144
455	5502	575	46	00	IAFE22	Repair & Maintenance		\$ 18,144	\$ 18,144
TOTAL CHANGES IN EXPENDITURES								\$ 36,288	

REASON FOR AMENDMENT: Remove trees and stumps due to damage from Hurricane Ian FEIA22

DIRECTOR APPROVAL: *Robert Beal* Jan 25, 2023 *Lisa Jones* Jan 25, 2023
Robert Beal (Jan 25, 2023 13:17 EST) Lisa Jones (Jan 25, 2023 14:32 EST)

FINANCE APPROVAL: *Cynthia Stinson* DATE: 1/25/23

CITY MANAGER APPROVAL: *[Signature]* DATE: 2/14/2023

CITY COMMISSION AGENDA DATE: 2.13.2023 APPROVED? Y

FOR FINANCE USE

Entry Date: 02/21/2023
S. Posey

Batch Number: B# 2026

Document #: BA 05-100
 Res# 3114
 CCM# 23-028

Resolution No. 3114

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2022 and ending September 30, 2023; 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, 2022 and terminating on September 30, 2023 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, 2022 and terminating on September 30, 2023 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, 2022 and

terminating on September 30, 2023 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 13th day of February, 2023.

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

✓



407-327-2520
 710 E State Rd 434
 Winter Springs, FL 32708
contact@abudgettreeservice.com
www.abudgettreeservice.com

Proposal #46393
 Proposal Date:
 From: Dale Meagher

Proposal For

City of Sanford AP

City of Sanford
 300 North Park Ave
 Sanford, FL 32771

main:
 mobile:

Location

Mayfair - 3536 Country Club Rd
 Sanford, FL 32773

Terms
 Due on receipt

ACCEPT	ITEM DESCRIPTION	QUANTITY	AMOUNT
<input type="checkbox"/>	1) Crew Response - 4 Man Crew Optional 16 hrs @ \$230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men Driving Range - Removal of Live Oak	16 HR	\$ 3,680.00
<input checked="" type="checkbox"/>	1-a) >36" Stump Grinding Included Grind stump @ \$318.55/each	1 Ea	\$ 318.55
<input checked="" type="checkbox"/>	2) Crew Response - 4 Man Crew Included 14 hrs @ \$230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men Between Holes 10 & 18 - Remove fallen portion of Live Oak	14 HR	\$ 3,220.00
<input checked="" type="checkbox"/>	3) Crew Response - 4 Man Crew Included 36 hrs @ \$230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men In the middle of Holes 1, 18, and 2 - Remove 2 uprooted Laurel Oaks; remove fallen limbs; remove 2 storm damaged Laurel Oaks; and grind all stumps.	36 HR	\$ 8,280.00
<input checked="" type="checkbox"/>	4) Crew Response - 4 Man Crew Included 6.5 hrs @ \$230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men Between Holes 15 & 17 - Remove fallen Live Oak; no stump grinding.	6.5 HR	\$ 1,495.00
<input checked="" type="checkbox"/>	5) Crew Response - 4 Man Crew Included 5 hrs @ \$230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men In between Holes 4 & 8 - Remove fallen Live Oak limb and clean up breaks in 2 Live Oaks.	5 HR	\$ 1,150.00

Please use the checkbox to mark items as accepted.



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Proposal #46393

Proposal Date:
 From: Dale Meagher

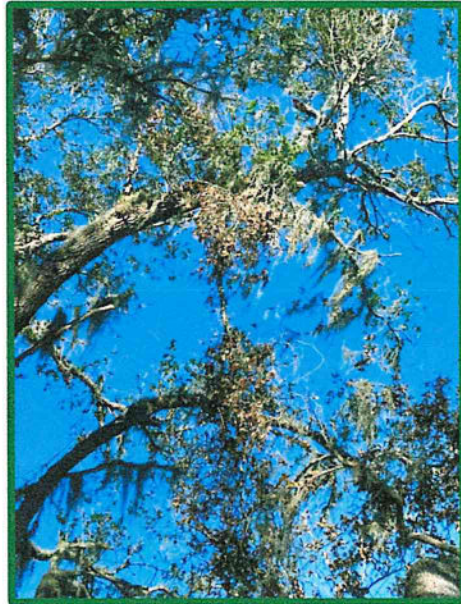
Estimates are good for 30 days. Estimates include the hauling of debris from the removal or trimming of the tree(s) unless the price is specifically stated for "take down only" or "cut and leave". Stump grinding is not included unless stated in the quote. Stumps are ground 4-6" below grade. Stump grindings or sawdust are raked into stump hole only. All work is to be performed according to ANSI 300A Standards. By signing below, I acknowledge the above prices, specifications, and conditions are satisfactory and are hereby accepted and that A Budget Tree Service, Inc. is authorized to do the work as described in the proposal. Payment is due upon completion of work. A convenience fee will be added for electronic payments via card or ACH. Payments are due within 30 days of invoice receipt. A monthly late fee of 1.5% will be charged on overdue payments. If other payment arrangements are needed, these must be made in advance by calling our office. A Budget Tree Service, Inc. is not responsible for any damages to underground utilities/pipes, wires, or concrete.

Contacts

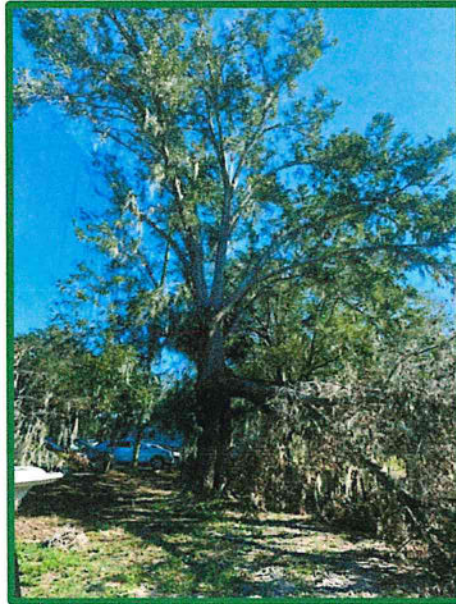
Elizabeth Harkey
 407-688-5000 x5416
elizabeth.harkey@sanfordfl.gov

Photos

1) Crew Response - 4 Man Crew



1) Crew Response - 4 Man Crew



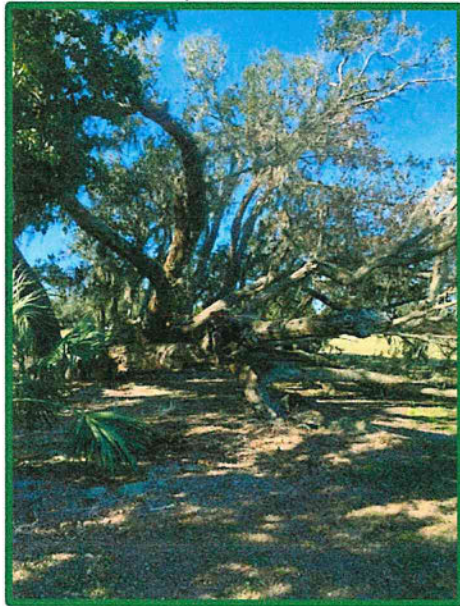


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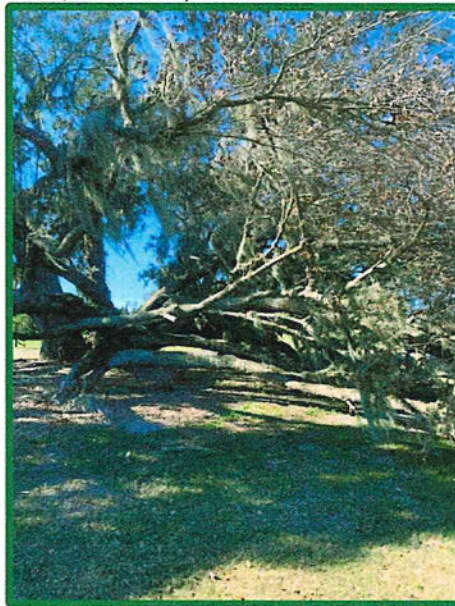
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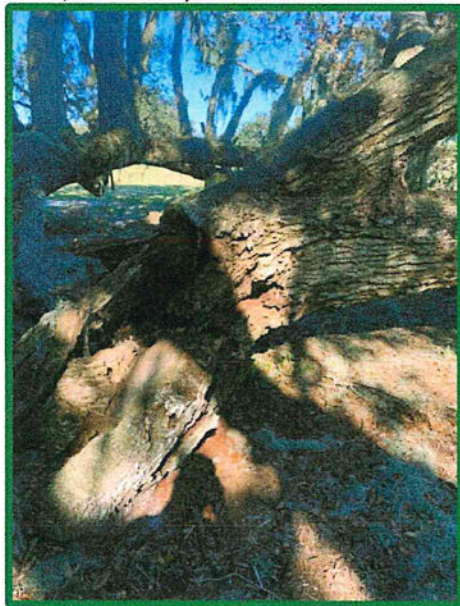
2) Crew Response - 4 Man Crew



2) Crew Response - 4 Man Crew



2) Crew Response - 4 Man Crew



3) Crew Response - 4 Man Crew





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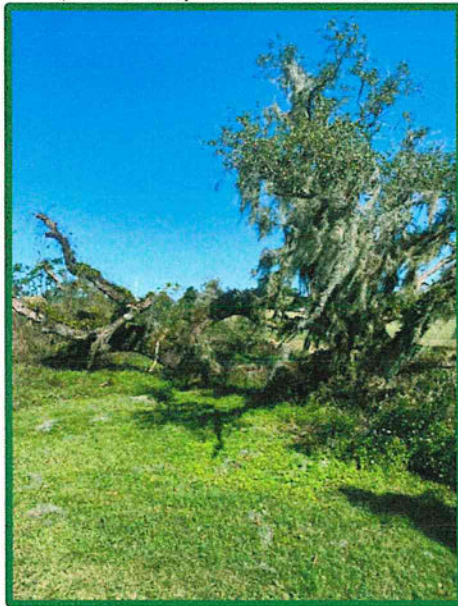
3) Crew Response - 4 Man Crew



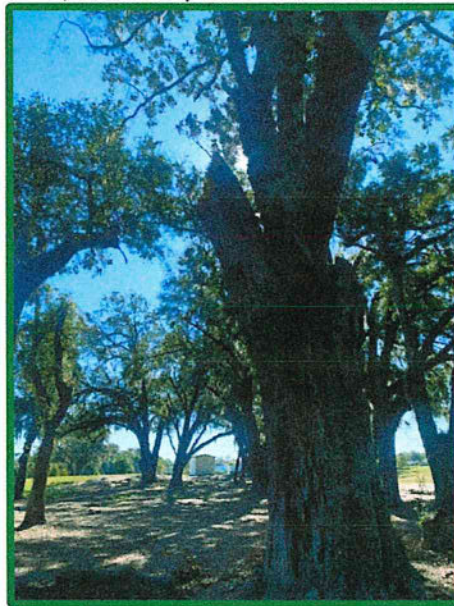
4) Crew Response - 4 Man Crew



4) Crew Response - 4 Man Crew



5) Crew Response - 4 Man Crew





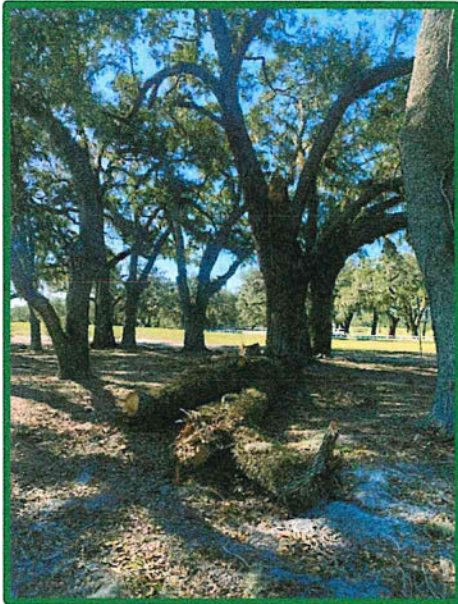
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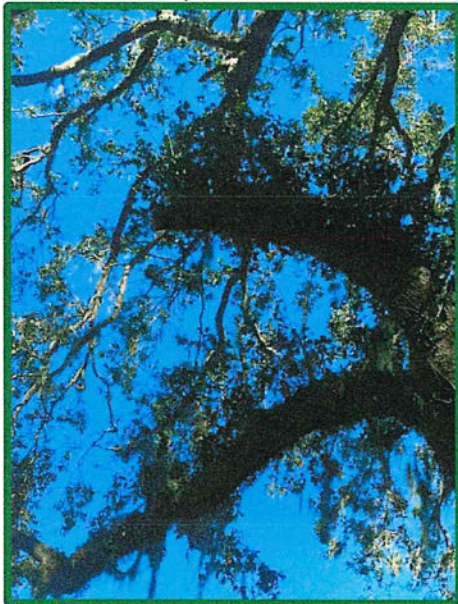
5) Crew Response - 4 Man Crew



5) Crew Response - 4 Man Crew



5) Crew Response - 4 Man Crew





APPROVED



CITY OF
SANFORD
FLORIDA

WS __ RM X
Item No. 8-D

CITY COMMISSION MEMORANDUM 23-028
FEBRUARY 13, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Robert Beall, Parks and Grounds, Operations Manager
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Budget Amendment Resolution No. 2023-3114; Procurement of Services;
A Budget Tree Service, Inc.

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. 2023-3114, amending the City budget and the approval to procure the services of A Budget Tree Service, Inc. are requested.

FISCAL/STAFFING STATEMENT:

Funds in the amount of \$18,144 are requested and available in the General Reserve Fund.

BACKGROUND:

Staff will be using A Budget Tree Service, Inc. to trim broken branches, tree removal and stump grinding for the Mayfair Country Club due to damages from Hurricane Ian. A Budget Tree Service, Inc., of Winter Springs, provides proactive tree trimming and removal of trees located in the City's parks before significant storms occur. The currently requested approval of work is for the removal of several large dead trees on site, uplifting tree canopies, de-mossing and structural pruning. The underlying contract provides for an array of services including those that pertain to matters that would result in seeking reimbursement from the Federal Emergency Management Agency.

The services of A Budget Tree Service, Inc. were procured by means of piggyback contract # PBA 21/22-218 with Seminole County contract # IFB 604188-21/LNF. The piggyback process is a program of cooperative bidding which may be used by public bodies, public entities and political subdivisions throughout the State and it satisfies all purchasing requirements applicable to the City. This process results in the procurement of goods and services at highly competitive pricing without the expenditure of City funds that would otherwise be directed by means of the highly time-intensive procurement processes and procedures that are necessitated by competitive bidding, etc.

The adoption of a budget amendment resolution and authorization to procure services are requested. The services will be procured in accordance with the City's Purchasing Policies and Procedures.

LEGAL REVIEW:

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

RECOMMENDATION:

City staff recommends that the City Commission approve Resolution No. 2023-3114, to amend the budget and approve the procurement of services from A Budget Tree Service, Inc. in an amount not to exceed \$18,144, for Mayfair Country Club.

SUGGESTED MOTION:

"I move to approve Resolution No. 2023-3114, as proposed."

- Attachments: (1). Budget Amendment Resolution No. 2023-3114.
(2). A Budget Tree Service, Inc. proposal.

GROUP NUMBER . : 02026 PARKS-REMOVE TREE STUMPS
 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 RES# 3114 / CCM# 23-028	02/13/2023	BA 05-100	455-0000-381.01-00	PARKS-REMOVE TREE STUMPS		18,144.00	
0000200 RES# 3114 / CCM# 23-028	02/13/2023	BA 05-100	001-0000-389.98-00	PARKS-REMOVE TREE STUMPS		18,144.00	
0000300 RES# 3114 / CCM# 23-028	02/13/2023	BA 05-100	001-7979-581.91-79	PARKS-REMOVE TREE STUMPS		18,144.00	
0000400 RES# 3114 / CCM# 23-028	02/13/2023	BA 05-100	455-5502-575.46-00	PARKS-REMOVE TREE STUMPS	FEIA22	18,144.00	

TOTALS:

AMOUNT CALCULATED	AMOUNT ENTERED	DIFFERENCE
COUNT: 4	COUNT: 4	
AMOUNT: 72,576.00	AMOUNT: 72,576.00	

Peter J. Staffieri
 Digitally signed by Peter J. Staffieri
 DN: cn=Peter J. Staffieri,
 o=City of Sanford,
 ou=Finance Department,
 email=peter.staffieri@sanfordfl.gov, c=US
 Date: 2023.02.22 15:40:50 -05'00'