Resolution No. 2023-3134

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 relating to the procurement of goods and services being accomplished for the Mayfair Country Club; 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 such as the procurement of goods and services being accomplished for the Mayfair Country Club; 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; Procurement Of Goods And Services; Mayfair Country Club.

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" for the procurement of goods and services being accomplished for the Mayfair Country Club. 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 the fiscal year beginning October 1, 2022 and terminating on September 30, 2023 shall remain in full force and effect.

Section 2. Implementing Administrative Actions; Procurements Of Goods And Services Being Accomplished For The Mayfair Country Club.

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 with regard procurement of goods and services being accomplished for the Mayfair Country Club.

Section 3. Savings.

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities to include, but not be limited to, those relating to the Mayfair Country Club, and any and all associated or 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 adoption.

Passed and adopted this 22nd day of May 2023.

Attest:

Traci Houchin, MMC, FCRM
City Clerk

City Commission of the City of Sanford

Art Woodruff
Mayor

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

William Colbert
City Attorney

REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2023

Department: Parks and Recreation **Division:** Mayfair **Date:** 3/20/2023

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER										
Fund		Revenue	Act Cd	Ele	Project #	Revenue Account Title	Current Budget	Current Unrealized (Budget)	Amount of Change	Adjusted Unrealized
455	0000	381	01	00		Transfer from General Fund	$ -	$ -	$ 355,605	$ 355,605
001	0000	389	98	00		Use of Reserves	641,055	641,055	355,605	996,660
										-
										-
										-
						TOTAL CHANGES IN REVENUES			$ 711,210	

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER										
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Current Budget	Current Balance	Amount of Change	Remaining Balance
001	7979	581	91	79		Transfer to Mayfair	$ -	$ -	$ 355,605	$ 355,605
455	5502	575	46	00		Repair & Maintenance			$ 355,605	$ 355,605
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
						TOTAL CHANGES IN EXPENDITURES			$ 711,210	

REASON FOR AMENDMENT: Mayfair Country Club Rehab Work

DIRECTOR APPROVAL: K Beall (May 8, 2023 08:32 EDT) May 8, 2023 Lisa Jones (May 8, 2023 08:35 EDT) **DATE:** May 8, 2023

FINANCE APPROVAL: Cynthia Lindsay **DATE:** 5/8/2023

CITY MANAGER APPROVAL: **DATE:**

CITY COMMISSION AGENDA DATE: 5.22.2023 **APPROVED?** Y

FOR FINANCE USE

Entry Date: **Batch Number:** **Document #:** BA 08-103

CITY OF SANFORD FLORIDA

TANGIBLE PERSONAL PROPERTY DISPOSAL/TRANSFER REQUEST

Date: 4/26/2023

Inventory Tag #: 6295 Asset #: LS6295

Property Type: EQP

Description: 30 HP Agricultural Tractor; Open Cab w/ Front Lift Arms and Bucket

Serial / VIN #: LV4300C435388

Vehicle Unit #: 6295

Year: 2001

Make: John Deere Model: 4300

Date Received: 6/1/2001 Purchase Price: $ 16,573

Department: Recreation Division: Stadium

Property Location: 1201 Mellonville Ave.; Sanford, FL 32771

Estimated Value: $ 4500

Reason for Disposal: ☐ Replaced ☐ Obsolete ☐ Serves No Useful Function
☐ Continued Use Uneconomical or Inefficient
☒ Other Transferred

Manner Of Disposition: ☐ Traded ☐ Donated ☐ Lost ☐ Stolen ☐ Junked ☐ Scrapped
☐ Destroyed ☐ Sold ☐ Auctioned ☐ Removed From Service
☒ Transferred To: Mayfair Golf Course
☐ Other: _____

Date Removed From Service: _____
Date Sent to Auction: _____

Custodian's Approval: _____

Payment Amount Received: $ _____

AS400: _____ Insurance Cancelled: _____

CITY OF SANFORD FLORIDA

TANGIBLE PERSONAL PROPERTY DISPOSAL/TRANSFER REQUEST

Date: 4/26/2023

Inventory Tag #: 7950 Asset #: LS7950

Property Type: EQP

Description: 45 HP Agricultural Tractor; Open Cab w/ canopy and PTO/3 point hookup with 3rd Valve; 4WD

Serial / VIN #: LV4520P347312

Vehicle Unit #: 7950

Year: 2006

Make: John Deere Model: 4520

Date Received: 4/13/2006 Purchase Price: $ 19,281

Department: Recreation Division: Stadium

Property Location: 1201 Mellonville Ave.; Sanford, FL 32771

Estimated Value: $ 12,000

Reason for Disposal: ☐ Replaced ☐ Obsolete ☐ Serves No Useful Function
☐ Continued Use Uneconomical or Inefficient
☒ Other Transferred

Manner Of Disposition: ☐ Traded ☐ Donated ☐ Lost ☐ Stolen ☐ Junked ☐ Scrapped
☐ Destroyed ☐ Sold ☐ Auctioned ☐ Removed From Service
☒ Transferred To: Mayfair Golf Course
☐ Other: _____

Date Removed From Service: _____
Date Sent to Auction: _____

Custodian's Approval: _____

Payment Amount Received: $ _____

AS400: _____ Insurance Cancelled: _____

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

Proposal #47211

Proposal Date:
From: Dale Meagher

Proposal For

City of Sanford AP
City of Sanford
300 North Park Ave
Sanford, FL 32771

main:
mobile:

Location

3536 Country Club Rd
Sanford, FL 32773

Terms
Due on receipt

ITEM DESCRIPTION	QUANTITY	AMOUNT
1) Crew Response - 4 Man Crew 10 hrs @ $230.00/hr 1 Bucket Truck 1 Chipper Truck 1 Chipper 4 Men Remove Oak tree and stob behind T Box 3	10 HR	$ 2,300.00
2) >36" Stump Grinding Grind 2 stumps @ $318.55/each	2 Ea	$ 637.10

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. Any permit fees under $150 will be added to the invoice for reimbursement. Any permit fees over $150 will need to be paid by client directly. 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.

TOTAL $ 2,937.10

Signature

x

Please sign here to accept the terms and conditions

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

Proposal #47211

Proposal Date:
From: Dale Meagher

Contacts

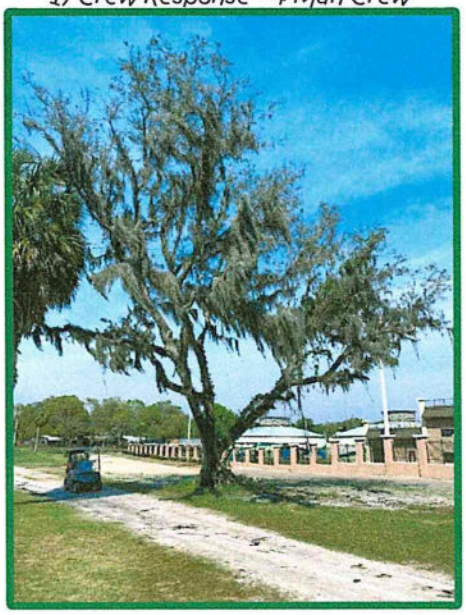
Elizabeth Harkey
407-688-5000 x5416
elizabeth.harkey@sanfordfl.gov

Faye Winfrey
faye.winfrey@sanfordfl.gov

Photos

1) Crew Response - 4 Man Crew

1) Crew Response - 4 Man Crew



PAYMENT COUPON

/411500640025680010393018003089702000042571 2

CITY OF SANFORD
P.O. BOX 1788.
SANFORD FL 32773

Cust. No.:**6800103930**	Bill No.:**1800308970**
Payment Due Upon Receipt	Amount Due This Bill $ 4,257.12
Reference# D00012023197	

Your payment may be eligible to be paid online. Visit www.fpl.com/construction to learn more. You can also mail a check payable to FPL in USD to the FPL address listed below right. Please mail the top portion of the coupon with your check.

FPL
General Mail Facility
Miami FL 33188-0001

Please retain this portion for your records.

Florida Power & Light Company
Federal Tax Id.#: 59-0247775
Customer Name and Address

CITY OF SANFORD
P.O. BOX 1788.
SANFORD FL 32773

Customer Number: **6800103930**

Reference Number: **D00012023197**

Bill Number: **1800308970**

Bill Date: **01/27/2023**

CURRENT CHARGES AND CREDITS
Customer No: 6800103930 Bill No: 1800308970

Description	Amount
RMV/RELO- FPL FAC-GOV/3536 COUNTRY CLUB RD U GOLF Reference# D00012023197	4,257.12

For Inquiries Contact: Shawn McMichael 386 322-3412	**Total Amount Due** **$4,257.12** Payment Due Upon Receipt

CITY OF SANFORD FLORIDA

WS __ RM _X_
Item No. 8.F

CITY COMMISSION MEMORANDUM 23-102
MAY 22, 2023 AGENDA

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Robert Beall, Operations Manager
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Budget Amendment Resolution No. 2023-3134 and Procurement of Equipment and Services for the Mayfair Country Club.

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. 2023-3134, amending the City budget and procurements of various vendors of equipment and services for Mayfair Country Club are requested.

FISCAL/STAFFING STATEMENT:

Funds in the amount of, $355,605 is requested and available in the General Reserve Fund.

BACKGROUND:

Below is the itemized list of services and requests.

FPL Pole Relocation	$ 4,257
Tree Removal and stump grinding	$ 4,848
Purchase of two tractors from Parks and Recreation	$ 16,500
New asphalt path for tee box 3	$ 15,000
Change Order to Sawcross, Inc. for site grading and sod	$ 257,553

Staff will be using the procured service to relocate an FPL pole, that is located too close the service drive entrance at the south end of the property. With the redesign of the new clubhouse, the FPL utility pole hinders large trucks from entering the property safely and affects widening of the service road.

The other services would be for A Budget Tree Service, Inc., of Winter Springs, to remove a dead tree on the property and to remove several tree stumps throughout the property. The dead tree is located near tee box three and presents a hazard for players due to falling limbs and the overall

condition of the tree. There are also a number of large tree stumps on property left by the previous tree removals that affect golf play and need to be removed. At least six of these will be removed at a cost of $318.55 each.

A Budget Tree Service, Inc. provides proactive tree trimming and removal of trees located in the City's parks before significant storms occur. The underlying contract provides for an array of services including those that pertain to matters of public safety.

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.

The Parks and Recreation Department is purchasing a new John Deere 5060 tractor with loader attachment at a cost of $42,945.95. This new equipment will replace two existing tractors. Mayfair has recently lost a tractor due to age and severe motor issues. Mayfair would purchase the two tractors at fair market value to replace the aging tractor.

The Utilities Department is completing work on the west water reclamation facility. The work is located adjacent to Mayfair Country Club's tee number three and encroached into the course. A change order in the amount of $257,553 from Sawcross, Inc., the contractor working on the reclamation facility, has been created to repair the damage, regrade the fairway and re-sod to make the area drain properly and the tee box and fairway playable.

And lastly $15,000 to add paving to the newly rehabilitated tee box three.

LEGAL REVIEW:

The Assistant City Attorney has reviewed this matter and has no legal objections to the actions with procurement activities being implemented using City forms and consistent with the provisions of the City's Purchasing Policies and Procedures.

RECOMMENDATION:

City staff recommends that the City Commission approve Resolution No. 2023-3134, to amend the budget and approve procurements of various vendors of services, equipment transfers and change order for the Mayfair Country Club in an amount not to exceed $355,605.

SUGGESTED MOTION:

"I move to approve Resolution No. 2023-3134, to amend the budget and approve the procurements of various vendors of services, equipment transfers and change order in an amount not to exceed $355,605."

Attachments:
(1). Budget Amendment Resolution No. 2023-3134.
(2). Budget Amendment.
(3). A Budget Tree Service, Inc. proposal.
(4). Florida Power and Light Proposal.
(5). Property Disposal/Transfer Records
(6). Sawcross, Inc. Change Order.