

## Resolution No. 2022-3037

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2021 and ending September 30, 2022 for the purchase of tree mitigation services from A Budget Tree Service, Inc.; 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, 2021 and terminating on September 30, 2022 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 for the purchase of tree mitigation services from A Budget Tree Service, Inc.; 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; A Budget Tree Service, Inc.**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2021 and terminating on September 30, 2022 is hereby revised and

amended by Attachment "A" that relates to the purchase of tree mitigation services from A Budget Tree Service, Inc. 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, 2021 and terminating on September 30, 2022 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 in order to procure the purchase of tree mitigation services from A Budget Tree Service, Inc.

**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 23<sup>rd</sup> day of May, 2022.**

*Attest:*

  
Traci Houchin, MMC, FCRM  
City Clerk  
*Cathy LoTempio, Deputy City Clerk*  
For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

  
William Colbert, City Attorney

**City Commission of the City of  
Sanford**

  
Art Woodruff  
Mayor



# REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2022

Department: Parks and Recreation

Division: Parks & Grounds

Date: 5/3/2022

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Adjusted
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Unrealized (Budget)	Change	Unrealized
001	0000	343	91	01	Tree Mitigation	\$ -	\$ -	\$ 75,000	\$ 75,000
630	0000	381	01	00	Transfer from General Fund			50,000	50,000
<b>TOTAL CHANGES IN REVENUES</b>								<u>\$ 125,000</u>	

**CHANGES IN EXPENDITURES**

EXPENDITURE ACCOUNT NUMBER						Current	Current	Amount of	Remaining	
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Change	Balance
630	5508	572	46	00		Repair & Maintenance			\$ 50,000	\$ 50,000
001	5508	578	46	00		Repair & Maintenance			25,000	25,000
001	7979	581	91	63		Transfer to Cemetery Fund			50,000	50,000
<b>TOTAL CHANGES IN EXPENDITURES</b>								<u>\$ 125,000</u>		

REASON FOR AMENDMENT: Annual Tree Trimming for Park Sites

DIRECTOR APPROVAL: *Robert Deak* *Lisa Jones* DATE: \_\_\_\_\_  
Robert Deak (May 4, 2022 10:44 EDT) Lisa Jones (May 4, 2022 11:27 EDT)

FINANCE APPROVAL: *Cynthia Lindsay* DATE: 5/4/2022

CITY MANAGER APPROVAL: \_\_\_\_\_ DATE: 5/23/2022

CITY COMMISSION AGENDA DATE: 5.23.2022 APPROVED? Yes.

**FOR FINANCE USE**

Entry Date: 5/26/2022  
S. Posey

Batch Number: B# 3627

Document #: BA 08-100

Res# 3037  
 CCM# 22-156



CITY OF  
**SANFORD**  
FLORIDA



**APPROVED**

*CB*

WS	__	RM	<u>X</u>
Item No.	8.B		

**CITY COMMISSION MEMORANDUM 22-156**  
**MAY 23, 2022 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. 2022-3037; Tree Mitigation; 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. 2022-3037, 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, \$75,000 are available in the Tree Mitigation Revenue Fund. The funds will be transferred from the Tree Mitigation Fund into the Parks Operations and Cemetery Fund.

**BACKGROUND:**

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 for the removal several large dead trees on site and to uplift the tree canopy 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 piggybacking a Seminole County contract IFB 604188-21/LNF through PBA 21/22-218. 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 the proposed Resolution and supporting documents, as well as the Request for Budget Amendment, and has no legal objection to proposed Resolution.

**RECOMMENDATION:**

City staff recommends that the City Commission approve Resolution No. 2022-3037, to amend the budget, and authorize procurement of needed services from A Budget Tree Service, Inc. in an amount not to exceed \$75,000.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 2022-3037, to amend the budget and approve the proposed procurement from A Budget Tree Service, in an amount not to exceed \$75,000.”

- Attachments: (1). Budget Amendment Resolution No. 2022-3037.  
(2). Piggyback Contract (PBA # 21/22-61).  
(3). IFB 604188-21/LNF