

Resolution No. 2024-3239

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2023 and ending September 30, 2024 relating to the funding of the budget amendment needed for the funding of the tree mitigation change order; 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, 2023 and terminating on September 30, 2024 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 funding of the needed for tree mitigation change order procurement; 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; Funding Of The Tree Mitigation Change Order.

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2023 and terminating on September 30, 2024 is hereby revised and

amended by Attachment “A” relating to the needed funding of the tree mitigation change order. 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, 2023 and terminating on September 30, 2024 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 with regard to the needed funding of the tree mitigation change order.

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, but not be limited to, all matters relating to tree mitigation within the City.

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 8th day of April, 2024.

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 2024

Department: Parks and Recreation

Division: Parks & Grounds

Date: 3/27/2024

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				
001	0000	343	91	01	Tree Mitigation	-	\$ 360,000	\$ 100,000	\$ 260,000
						-	-		-
									-
TOTAL CHANGES IN REVENUES								\$ 100,000	

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	5508	572	46	00		Repair & Maintenance	\$ 988,444	\$ 148,980	\$ 248,980
									-
									-
									-
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TOTAL CHANGES IN EXPENDITURES								\$ 100,000	

REASON FOR AMENDMENT: Annual Tree Trimming for Park Sites

DIRECTOR APPROVAL: *Robert Beall* Mar 27, 2024 *Lisa Jones* Mar 27, 2024
Robert Beall (Mar 27, 2024 13:43 EDT) Lisa Jones (Mar 27, 2024 13:48 EDT)

FINANCE APPROVAL: *[Signature]* DATE: 3/27/2024

CITY MANAGER APPROVAL: *[Signature]* DATE: 4/3/2024

CITY COMMISSION AGENDA DATE: 4/8/24 APPROVED? Y

FOR FINANCE USE

Entry Date: _____ Batch Number: _____ Document #: BA 07-101

CCM#
Res#



CITY OF
SANFORD
FLORIDA



APPROVED

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Item No.	8		6

**CITY COMMISSION MEMORANDUM 24-105
APRIL 8, 2024 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. 2024-3239; Tree Mitigation; Change Order To PlanIT Geo, Inc. And To Florida Plant And Tree; \$100,000

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. 2024-3239, amending the City budget in the amount of \$100,000 and approval of change orders to PlanIT Geo, Inc. and Florida Plant and Tree are requested.

FISCAL/STAFFING STATEMENT:

Funds in the amount of \$100,000 are available in the Tree Mitigation Revenue Fund. The funds will be transferred from the Tree Mitigation Fund into the Parks Repair and Maintenance Fund for the following:

PlanIT Geo, Inc.	\$50,000
Florida Plant and Tree	\$50,000

BACKGROUND:

The services of Lopez Tree Farm, LLC, doing business as Florida Plant and Tree, located in Deland, were procured consistent with the City's Purchasing Policies and Procedures.

Florida Plant and Tree was issued a purchase order by the City to replace and install trees. Due to the high number of damaged Medjool and Sylvester Palms throughout the Riverwalk, North Palmetto Avenue, Veterans Memorial Park and the Historic Downtown streetscapes, staff has found it necessary to increase the purchase order in order to cover the cost of replacing these specimen trees.

PlanIT Geo™ is a global urban forestry consulting and software development firm with its parent company out of Arvada, Colorado. Since 2012, PlanIT Geo, Inc. integrates experience, cutting-

edge technology, and planning for urban forestry, parks, and arboriculture. PlanIT Geo services and Tree Plotter™ Software Suite will take urban forestry, parks, and sustainability programs to the next level. The City previously used this firm for documenting the parks and downtown tree inventory list in 2018 and the proposed work will update the inventory status for tree condition, recommendation and plotting. The services of PlanIT Geo, Inc. were also procured consistent with City's Purchasing Policies and Procedures.

The added change orders will provide for the costs of the additional trees that need to be placed along the Riverwalk, Historic Downtown streetscapes, and traffic medians since the last time the trees were inventoried.

The services will be procured in accordance with the City's Purchasing Policies and Procedures. The remainder of the funding will be used for tree replacement to extent of available funds.

LEGAL REVIEW:

The Assistant City Attorney has reviewed and assisted in this matter and has no legal objections to the actions.

RECOMMENDATION:

City staff recommends that the City Commission approve Resolution No. 2024-3239, to amend the City budget, in the total amount of \$100,000, and to approve the change orders to Plant IT Geo, Inc., and Florida Plant and Tree.

SUGGESTED MOTION:

"I move to approve Resolution No. 2024-3239, and to approve the change orders, as proposed."

- Attachments: (1). Resolution No. 2024-3239
(2). Budget amendment exhibit to Resolution.