

## **Resolution No. 2025-3444**

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; 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, 2025, and terminating on September 30, 2026, 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, 2025, and terminating on September 30, 2026, 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, 2025, and

terminating on September 30, 2026, 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 8<sup>th</sup> day of Decm, 2025.

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.

Lindsay N. Greene

Lindsay N. Greene, City Attorney

**ATTACHMENT A  
REQUEST FOR BUDGET AMENDMENT**

**Fiscal Year** 2025/26  
**Department:** Economic Development

**Division:** CRA

**Date:** 12/8/2025

**BUDGET AMENDMENT**

**CHANGES IN REVENUES**

REVENUE ACCOUNT NUMBER										
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized	
360	0000	381	56	00	Transfer from CRA Fund	\$ -	\$ -	\$ 197,230	\$ (197,230)	
156	0000	389	98	00	Use of Reserves			\$ 197,230	\$ (197,230)	

**TOTAL CHANGES IN REVENUES** **\$ 394,460**

**CHANGES IN EXPENDITURES**

EXPENDITURE ACCOUNT NUMBER										
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Change	Balance
156	7979	581	91	22		Transfer to Capital Project Fund	\$ -	\$ -	\$ 197,230	\$ 197,230
360	5508	572	63	00		Improvements Other Than Buildings	-	-	197,230	197,230

**TOTAL CHANGES IN EXPENDITURES** **\$ 394,460**

**REASON FOR AMENDMENT:** Transfer to cover Downtown Sanford Marins pavement services.

**DIRECTOR APPROVAL:**  DocId: 35612525, 2025-09-17 15:53:11

**DATE:** Nov 25, 2025

**FINANCE APPROVAL:**  DocId: 35612525, 2025-09-24 14:55:11

**DATE:** Nov 25, 2025

**CITY MANAGER APPROVAL:**

**DATE:** 11/25/2025

(\$5,000 to \$49,999)

**CITY COMMISSION AGENDA DATE:** 12.8.25

**APPROVED:** 

(\$50,000 or More)

FOR FINANCE USE

**Entry Date:** \_\_\_\_\_

**Batch Number:** \_\_\_\_\_

**Document #:** \_\_\_\_\_

**CCM#:** \_\_\_\_\_

**RES#:** \_\_\_\_\_

# PROPOSAL



## Middlesex Paving, LLC

10801 Cosmonaut Blvd.

Orlando, FL

Phone: (407) 206-0077

Fax: (407) 206-3559

Submitted To: City of Sanford  
P.O. Box 1788  
Sanford, FL 32772  
Phone: ((407) 7) -688-5030  
Fax: ((407) 7) -688-5021  
Attention: Jeff Davis

Job Name: CITY OF SANFORD- MARINA  
Proposal No.: PAV9952

Middlesex Contact: John Guemple

Includes up to 1 Paving Mobilization(s).  
Based on Completion by June, 2026.

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Paving schedule is subject to availability and allocation of incoming aggregate deliveries for asphalt production schedule.				
	MOBILIZATION	1.00	EA	4,500.00	4,500.00
	MAINTENANCE OF TRAFFIC	4.00	DAY	1,500.00	6,000.00
	MILLING, 1.5"	8,600.00	SY	7.65	65,790.00
	ASPHALT PAVING, 1.5" SP-12.5 C	760.00	TN	144.00	109,440.00
	STRIPE AS EXISTING	1.00	LS\$	11,500.00	11,500.00

**GRAND TOTAL**

**\$197,230.00**

### NOTES:

#### ACCEPTANCE OF PROPOSAL:

This proposal and pricing is accepted by the following signature with agreement to all notes and clarifications as stated herein.

Company Name: \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date of Acceptance: \_\_\_\_\_

Authorized Representative's Signature

Printed Name: \_\_\_\_\_

### MOBILIZATIONS

\* If additional paving mobilizations are required exceeding those noted above then an added charge of \$4,500 will be required for each extra Mobilization.

\* The Milling item(s) of work is based on all being performed at the same time in a single mobilization. If additional milling mobilizations are required then an additional \$5,500 will be charged for each extra.

### GENERAL NOTES

\* THIS IS A UNIT PRICE PROPOSAL

\* If work is not completed prior to completion date of contract, Middlesex will review any cost impacts and has the right to

revise the unit costs for remaining work.

- \* This Proposal is based on quantities supplied by the contractor and unit costs will apply to any overrun.

- \* Thicknesses quoted are "Nominal" thicknesses per FDOT specifications.

- \* Price is based on yield of 110 lbs/sy (per inch thickness). If this maximum is exceeded due to base or jobsite conditions, then any additional asphalt used will be charged as an overrun/extra work.

- \* This Proposal does not include Payment and Performance Bond; if required add 1.5% to the contract price. Min. Cost is \$500.

- \* Work is to be done during normal business hours Mon.-Fri. (7AM-6PM) or Sun. night thru Thurs. night (per lane closure restrictions).

- \* This proposal is based on all work being performed with a single paving crew, if additional crews are required to accommodate the Contractor's schedule then this will need to be agreed prior and any additional costs agreed.

- \* This proposal does not include any Engineering evaluation of bridges within or adjacent to the project work area with consideration to "walking" the milling and paving equipment across. If such Engineering evaluation is required for access across any bridges then that responsibility will be borne by the General Contractor.

- \* Please note that Middlesex typically shuts down the asphalt plant and paving operations for the week of Christmas/New Year's and for the week of July 4th. This consideration shall be included in the project schedule.

- \* Middlesex must have at least 3 weeks advance notice in order to better assure timely scheduling of the work required for each mobilization/phase of paving.

- \* Once scheduled for work, any cancellation must be made prior to 48 hrs before scheduled mobilization; otherwise, a mobilization may be charged against the project and any subsequent re-scheduling will be subject to consideration of the above noted 3 weeks advance notice requirement.

- \* The Contract item(s) for milling includes the trucking, cleanup and disposal of milled material. All milled asphalt becomes property of Middlesex. Milling shall be accessible by main line milling machine and Middlesex will not be responsible for areas that can't be accessed. Day-rate Milling is for milling machine only (no trucking, no clean-up).

- \* Miscellaneous asphalt is for placement of asphalt only. Grading and compacting the subgrade and application of an appropriate herbicide (per FDOT specifications) is the responsibility of the GC. The Misc. Asphalt item is based on the guardrail being installed after the placement of the asphalt and this does not include any patching by Middlesex.

- \* Location, adjustment, protection and relocation of utilities is not the responsibility of Middlesex.

- \* Price based on placing asphalt on a firm and unyielding base/subgrade (prepared by others) meeting plan template and capable of supporting conventional asphalt paving equipment and tri-axle dump trucks.

- \* Middlesex will not be responsible for tack on adjacent roadways due to normal paving operations.

- \* Contractor to provide sufficient number of staging areas for Middlesex to park equipment close to each day's paving location.

- \* When accessing the paving areas, Middlesex will not be responsible for any miscellaneous concrete damaged by paving equipment or trucks. This includes curb and gutter, concrete pavement or brick pavers that are existing or constructed prior to paving operations.

- \* The GC is to provide a clean water source within reasonable access of the project for Middlesex's use to maintain operation of the rollers, broom, milling machine, and any other equipment, as needed.

- \* Due to existing conditions, Middlesex can not be responsible for 100% drainage of surface water following resurfacing.

- \* Middlesex will not be responsible for any puddling on areas where the grades are a 1.5% or less slope on plans or in the field conditions. Middlesex will not be responsible to notify customers of any conditions that exist that may present this problem.

- \* All of the above prices are based on the use of RAP (Recycled Asphalt) in the production of the hot-mix asphalt, per current FDOT Standards. Friction Courses are quoted per the current FDOT specifications, which allows the use of RAP in production.

- \* All of the above prices are based on the use of standard AC (liquid asphalt) binder in the production of the hot-mix asphalt, per FDOT Standards.

- \* Prices quoted are based on current prices on liquid asphalt, aggregates, and diesel fuel. Such prices are not guaranteed by the suppliers and are subject to sudden adjustment during the term of the contract. If the costs of these materials increases, Middlesex has the right to adjust the unit costs accordingly.

- \* This proposal is furnished as a complete scope of work as defined above and shall be contracted to Middlesex in its entirety. Individual line items cannot be removed unless specific changes are approved by Middlesex.

- \* This Estimate/Proposal is contingent upon acceptance or issuance of an agreeable Subcontract which shall include the provisions of this Estimate/Proposal. This Estimate/Proposal will supercede any other provisions of the Subcontract. Prior to any work being performed by Middlesex on the project this Estimate/Proposal must be accepted or a Subcontract must be executed.

- \* Payment Terms shall be the 30 days from date of Middlesex invoice, unless agreed to otherwise.

- \* If a Subcontract or other agreement is not executed within 30 days then this proposal is subject to be reviewed for adjustment.

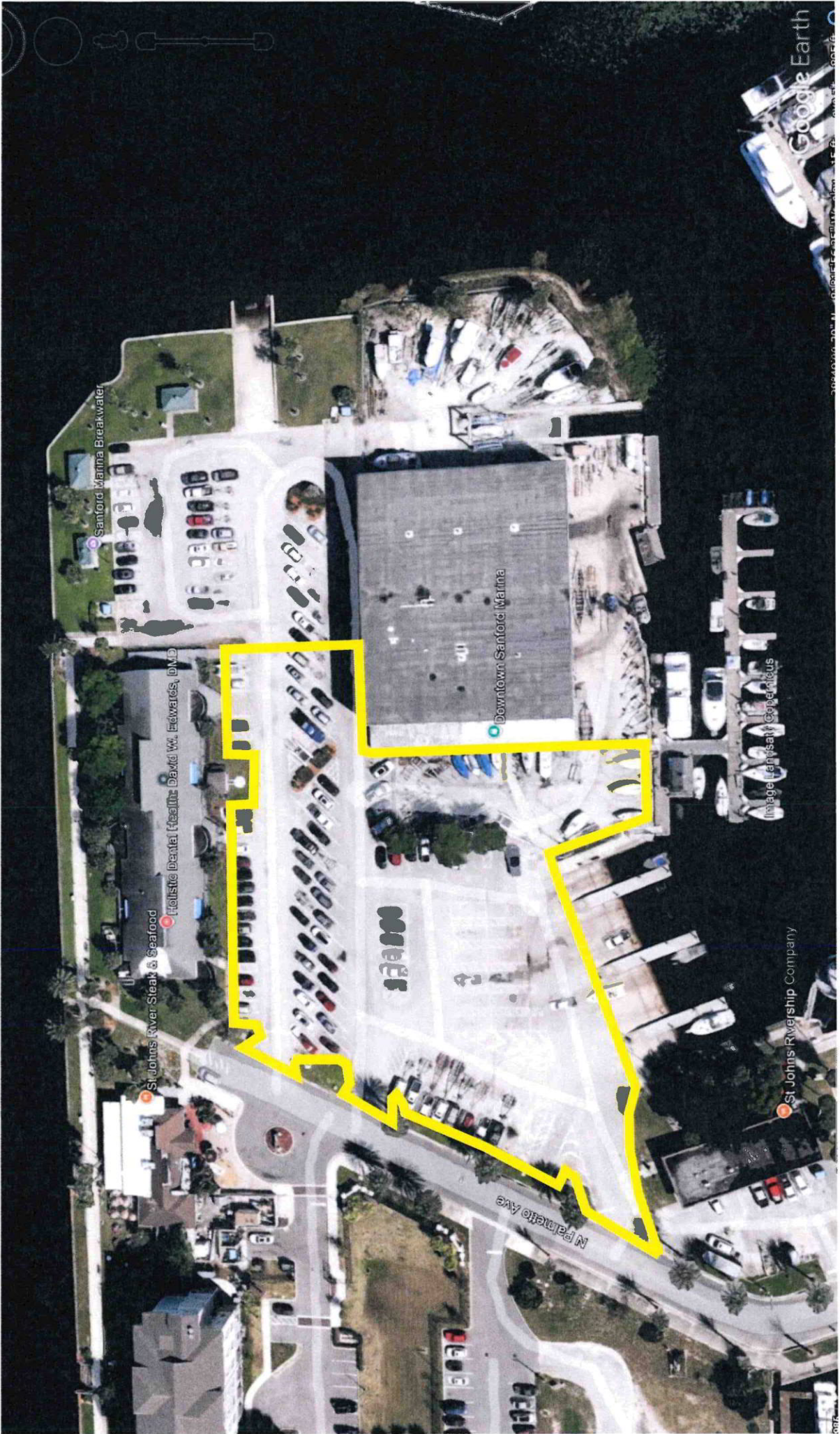
- \* All prep for paving by others, other than stated herein. All access, traffic, and safety control by others.

- \* This proposal includes standard testing performed by Middlesex's certified Quality Control lab and technicians.

- \* Middlesex does not include any provision for asphalt (installation or removal) that may be required to maintain traffic (i.e. temporary wedges). If this is required, such work will be considered extra and will need to be priced separately.

- \* Prices do not include engineering or layout.
- \* All staking, layout and establishment of grades to be done by others and clearly indicated before paving (every 100' in tangents and 25' in radius). We will accept no responsibility for improper engineering and/or areas where no grades were indicated before commencement of work.
- \* Sawcutting of existing pavement is not included and is the responsibility of the site contractor.
- \* Middlesex is not responsible for the clean up and/or disposal of sweepings generated from sweeping the base, prime and sand, or intermediate asphalt lifts. Such sweepings will be broomed out of the way of paving and cleaned up by others.
- \* This proposal specifically excludes Railroad Insurance and any special requirements for working in or around RR right-of-way.









CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS \_\_ RM X

Item No. 9.P

**CITY COMMISSION MEMORANDUM 25-291**  
**DECEMBER 8, 2025 AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Pamela Lynch, Community Redevelopment Agency Executive Director  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Downtown Sanford Marina Pavement Services Budget Amendment from CRA Budget to City Budget (\$197,230); Resolution No. 2025-3444

**SYNOPSIS:**

Requesting to approve a Budget Amendment from CRA Budget, Improvements Other Than Buildings to City Budget for Downtown Sanford Marina pavement services, located at 531 North Palmetto Avenue.

**FISCAL/STAFFING STATEMENT:**

With a budget amendment in place from the CRA Budget, Improvements Other Than Buildings to City Budget, in an amount of \$197,230, funding is available for pavement services for the Downtown Sanford Marina property, located at 531 North Palmetto Avenue.

**BACKGROUND:**

The Sanford Community Redevelopment Agency recognizes the importance of improving the surface of deteriorating asphalt at the Downtown Sanford Marina. Regular pavement rehabilitation is essential for ensuring safety of those driving within the marina area, as well as those walking to and from their marina area destinations.

**LEGAL REVIEW:**

No review requested from City Attorney.

**RECOMMENDATION:**

City staff recommends that the City Commission approve Budget Amendment from CRA Budget, Improvements Other Than Buildings to City Budget, in an amount of \$197,230, for Downtown Sanford Marina pavement services, as proposed.

**SUGGESTED MOTION:**

“I move to approve the Budget Amendment from CRA Budget, Improvements Other Than Buildings to City Budget, in an amount of \$197,230, for Downtown Sanford Marina pavement services, as proposed.”

Attachments: (1). Middlesex Paving, LLC Quote.  
(2). Resolution No. 25-2025-3444.  
(3). Budget Amendment.