

## M E M O R A N D U M

**To:** Howard Tipton, Town Manager  
**From:** Sue Smith, Finance Director  
**Report date:** January 26, 2023  
**Meeting date:** March 6, 2023  
**Subject:** Resolution 2023-04, Amending the FY23-FY27 Five Year Capital Plan; Amending the Sarasota County Infrastructure Surtax Fund (Phase 3) for Tennis Center Fencing

### **Recommended Action**

Pass Resolution 2023-04.

### **Background**

At the January 10, 2022 Regular Meeting, the Town Commission approved Resolution 2022-02, increasing Tennis Center Fencing Replacement Project by \$110,000 for a total of \$120,000 using Unappropriated Fund Balance in the Sarasota County Infrastructure Surtax Phase III Fund.

In the Spring of 2022, a Request for Proposal (RFP) was prepared and advertised. Only one bid was received which came in well over the budgeted amount to complete the entire Tennis Center fencing project. The decision was made do the sections most in need of replacement on courts 7 – 10 at a cost of \$36,212, and to budget the remainder of the project for FY23. As part of the FY23 Budget process an additional \$140,000 was added to the project for a total of \$260,000.

Earlier in this fiscal year staff began to gather pricing for the remaining tennis fencing project anticipated to occur in July 2023. While conducting the research it was discovered that we could piggy-back off a Sarasota County School Board fencing bid.

After meeting on-site with the vendor, pricing was submitted and came in approximately \$80K above the budgeted amount.

Other than the newly installed sections on courts 7-10 completed last Summer, the fencing at the Tennis Center is in poor condition and should be replaced.

At the January 23, 2023 Regular Meeting, the Commission was informed that a Budget amendment would be forthcoming to expedite the remaining fence sections.

The Town Manager and staff have reviewed the Five Year Capital Plan. The Town Manager is recommending the following changes:

### **Five Year Capital Plan Review of Infrastructure Surtax Funds.**

Tennis Center Fencing was scheduled for replacement. This project will be scheduled to take place in the Summer of 2023. Due to recent quotes received, an additional \$80,000

is requested to the FY23 appropriation of \$260,000 already budgeted for a total project cost of \$340,000.

As a result of these changes, the Five-Year Capital Improvement Plan has been updated and a Budget Amendment is requested to transfer \$80,000 of Unappropriated Fund Balance within the Sarasota County Infrastructure Surtax Fund to the Tennis Fencing Project line.

<b>Account number</b>	<b>Account Description</b>	<b>Increase (Decrease)</b>
102-40-28-563.6301-TEFENCE	Fencing at Tennis Center	\$80,000

**Staff Recommendation**

Pass Resolution 2023-04.

**Attachments**

- A. Resolution 2023-04 (Available in Town Clerk's Office)
- B. Exhibit A Amendment to Five-Year Capital Improvement Plan (Available in Town Clerk's Office)

**End of Agenda Item**