

AGENDA SUMMARY ITEM

Agenda Item #: C - 4

Agenda Item: Adoption of Resolution No. 25-24, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, approving and authorizing, in accordance with established policy, the making of a budget amendment for Fund 408 in the Fiscal Year 2024-2025 Budget. Said amendment to transfer a total of \$60,000 from Fund 408 Undesignated Fund Balance to Canal Bank Stabilization (PW1806).

In accordance with the Public Works Director's attached memorandum, this transfer will provide funding for Change Order No. 1 for the Canal Bank Stabilization Project, PW1806.

Exhibit "A" attached outlines the sources and uses of the funds.

Recommended Action:

Requesting Village Council approval to make the budget amendment to the Fiscal Year 2024-2025 Budget in accordance with established policy.

Initiator	Village Manager Approval	Agenda Date	Village Council Action
Sharon Almeida Finance Director		8/21/2025	

EXHIBIT "A"
BUDGET REVISION
FUND 408

DEPARTMENT	ACCOUNT DESCRIPTION	CIP PROJ NO.	BUDGET CODE NO.	AMOUNT
SOURCE OF FUNDS				
Non-Departmental	Undesignated Fund Balance - Fund 408		399.01-00	\$ 60,000
TOTAL SOURCE OF FUNDS				<u>\$ 60,000</u>
USE OF FUNDS				
Public Works	Canal Bank Stabilization	PW1806	538.65-99	\$ 60,000
TOTAL USE OF FUNDS				<u>\$ 60,000</u>

MEMORANDUM

TO: Sharon Almeida, Finance Director

FROM: Paul Webster, Director of Public Works

DATE: August 12, 2025

RE: Budget Adjustment

I would like to respectfully request a budget adjustment to increase the funds in the existing CIP PW1806, Canal Bank Stabilization, 408-3800-538.65-99 by \$60,000.00 with funds coming from 408 fund balance. We are requesting the budget adjustment to provide funding for Change Order No. 1 to CIP PW1806, which is for the removal of additional muck and fill back to design grades. We request that this budget adjustment be placed on the next council agenda, August 21, 2025.

If any additional information is needed, please do not hesitate to contact me at your earliest convenience.

Thank you in advance for your time and consideration.

PW/cs

RESOLUTION NO. 25-24

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, AMENDING ITS OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2024-2025 IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION NO. 24-19; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the necessity of amending the Fiscal Year 2024-2025 Village Budget has come to the attention of the Village Council of the Village of Royal Palm Beach; and

WHEREAS, pursuant to Secs. 4 and 5 of Budget Resolution No. 24-19 adopted September 19, 2024 in accordance with State Law, budget amendments relating to increases or decreases to the total sum allocated to each department for operating expenses must be formally approved by the Village Council in the form of a budget resolution for such transfers.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, THAT:

Section 1: The Village of Royal Palm Beach hereby amends its Fiscal Year 2024-2025 budget as provided in the schedule attached hereto as Exhibit "A" and made a part hereof, in accordance with the terms and provisions of the Budget Resolution No. 24-19.

Section 2: The Village Clerk is hereby directed to attach a copy of this Resolution amending the Fiscal Year 2024-2025 Budget to the Fiscal Year 2024-2025 Budget documents and this Resolution shall be made a part of said budget.

Section 3: This Resolution shall take effect immediately upon adoption by the Village Council.

PASSED AND ADOPTED this 21st day of August, 2025.

Mayor Jeff Hmara
Village of Royal Palm Beach

Diane DiSanto, Village Clerk