

TOWN OF JUPITER FY 2020 Mid-Year Budget amendments



DATE:	Mach 31, 2020
TO:	The Honorable Mayor Wodraska Members of the Town Council
THRU:	Matt Benoit, Town Manager
FROM:	Mike Villella, Finance Director
SUBJECT:	FY2020 Mid-Year Budget Amendments - Resolution 44-20

EXECUTIVE SUMMARY:

Staff seeks Town Council approval of Resolution 44-20 providing for an amendment to the fiscal year ending September 30, 2020 operating and CIP budgets. The amendment includes budget transfers recorded from October 1, 2019 through March 31, 2020 as detailed in the attached budget transfer summary. The most significant amendments by fund are listed below.

General Fund:

Amendments to the General Fund budget were required for the following:

1. To carryforward funds from FY 2019 for neighborhood enhancement grants.
2. Appropriated funds for payments received for candidate filing fees paid to the state.
3. To carryforward FY2019 funds into FY2020 for a code compliance vehicle that was not delivered by year-end.
4. Appropriated insurance funds for landscape and property repairs from accidents along Town roadways.
5. To carryforward FY2019 federal forfeiture funds into FY2020 for Peer Support Group expenditures that were not expensed by year-end.
6. To transfer and use contingency funds for PBA contract expenses relating to PD salary increases approved by Town Council after the beginning of the fiscal year.

General Fund Contingency Use:

• Beginning Balance	\$513,917
• Mid-Year Amendments	(292,269)
• Remaining Balance	221,648

State Forfeiture Fund:

1. Appropriate state forfeiture funds for Shop with a Cop programs.
2. Appropriate state forfeiture funds for the Seventh Annual Jupiter Police Soccer Tournament.

CRA:

The Town's Community Redevelopment Agency (CRA) utilized FY 2019 carryforward funds for previously approved CIP projects. In addition to FY 2019 carryforward funds, on 12/03/2019 the CRA Board authorized the transfer of funds for the settlement agreement regarding the Jupiter River Inn.

Community Investment Plan (CIP):

Amendments to the CIP fund were required for the following:

1. To carryforward funds from FY2019 for previously approved CIP projects. The list of projects and the funds for each are identified in attachment "B" of this document.
2. To appropriate funds for the local funding agreement with the FDOT for the Indiantown Road Western Corridor Project which was authorized by the Town Council on 10/17/2019.

Water and Stormwater:

Amendments to the Water and Stormwater Fund budgets were required for the following:

1. Utilized FY 2019 water and stormwater carryforward funds on previously approved CIP projects.
2. To carryforward FY 2019 funds for the PD/Data Center Project.
3. To carryforward water FY 2019 operating funds for the purchase of a boom truck and lab information management system software that was not purchased by year-end.
4. To transfer and allocate funds between projects within the water and stormwater asset maintenance program.

There has been no use of water or stormwater contingency funds for fiscal year 2020.

Building Fund:

To carryforward fiscal year 2019 funds for the Energov software project.

Sales Surtax Fund:

To carryforward FY2019 sales surtax project funding authorized for the PD/Data Center Project.

RECOMMENDATION:

Staff recommends approval of Resolution 44-20 amending the Town of Jupiter Budget for the fiscal year beginning October 1, 2019 and ending September 30th, 2020.

Strategic Priority:

Fiscal Responsibility

Attachments:

- Resolution 44-20
- Exhibit "A" Budget Transfer/Amendment Detail
- Exhibit "B" List of Capital Carryforward Projects

Funding Source:

	Approved in Budget	\$	Sources:
	Additional Funding Required	\$	Sources:

**If you have additional questions please contact Scott Reynolds at scottr@jupiter.fl.us or call at 561-741-2327

TOWN OF JUPITER, FLORIDA

RESOLUTION NO. 44-20

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AMENDING RESOLUTION 88-19, THE TOWN'S BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2020; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Jupiter has adopted its Fiscal Year 2019-2020 Budget and Pay Plan pursuant to Resolution 88-19 on September 17, 2019; and

WHEREAS, the Town Manager recognizes that periodic modifications to the adopted budget for the fiscal year are necessary for fiscal management purposes and to implement those changes to the Town Council's fiscal policy which occur after the adoption of the Fiscal Year 2019 - 2020 Budget; and

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA:

SECTION 1. The Town Council hereby amends Resolution 88-19, the Town's Budget for Fiscal Year 2019 - 2020 to provide for certain adjustments and amendments to the Town Council's fiscal policy which it has made during the course of the fiscal year.

SECTION 2. The Town Council hereby adopts those Budget transfers recorded through March 31, 2020 which are attached hereto and incorporated herein.

SECTION 3. To the extent not amended herein, all other provisions of the Annual Budget for Fiscal Year Ending September 30, 2020 remain in full force and effect.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portion of this Resolution.

SECTION 5. This Resolution shall become effective immediately upon execution.

TOWN OF JUPITER

BUDGET TRANSFERS
APPROPRIATING FUND BALANCE / RETAINED EARNINGS
October 1, 2019 - September 30, 2020

General Fund

NEIGHBORHOODS:	Increase	Decrease
Neighborhood Enhancement	41,938	0
Designated from Fund Balance	(41,938)	0

To carryforward FY19 Neighborhood Enhancement grant funds into FY2020.

TOWN CLERK:	Increase	Decrease
Other Contractual Services	558	0
Charges for Service - Filing Fee	(558)	0

Appropriated funds for payments received for candidate filing fees paid to the state.

PUBLIC WORKS:	Increase	Decrease
Insurance Reimbursable	10,625	0
Other Revenue - Insurance Reimbursement	(10,625)	0

Appropriated insurance funds for landscape and property repairs from accidents along Town roadways.

POLICE DEPARTMENT:	Increase	Decrease
Rentals & Leases	1,877	0
Charges for Service - Police Services	(1,877)	0

To appropriate funds received for rental vehicles.

POLICE DEPARTMENT:	Increase	Decrease
Regular Salaries	335,000	0
FICA	25,628	0
Police Pension	102,644	0
School Security	0	121,003
Gas, Oil & Lube	0	50,000
General Fund Contingency	0	292,269

To transfer and use contingency funds for PBA contract expenses relating to PD salary increases approved by Town Council after the beginning of the fiscal year.

CODE COMPLIANCE:	Increase	Decrease
Machinery & Equipment	22,131	0
Designated from Fund Balance	(22,131)	0

To carryforward FY19 funds for the purchase of a code compliance vehicle that was not delivered by year-end.

POLICE FEDERAL FORFEITURE:	Increase	Decrease
Travel & Per Diem	1,122	0
Operating Supplies	367	0
Uniforms	2,455	0
Books Dues Pubs Etc	3,868	0
Designated from Fund Balance	(7,812)	0

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To carryforward FY2019 federal forfeiture funds into FY2020 for Peer Support Group expenditures that were not expensed by year-end.

STATE FORFEITURE FUND:	Increase	Decrease
Other Current Charges	2,000	0
Other Fines -Confiscated Cash	(2,000)	0

To appropriate State Forfeiture Funds for the FY2020 Shop with a Cop program, authorized by Town Council on 11/19/2019.

STATE FORFEITURE FUND:	Increase	Decrease
Professional Services	1,920	0
Rentals & Leases	2,601	0
Operating Supplies	1,416	0
Other Fines -Confiscated Cash	(5,937)	0

To appropriate State Forfeiture Funds for the FY2020 Police Soccer Tournament, authorized by Town Council on 01/15/2020.

COMMUNITY REDEVELOPMENT AGENCY:	Increase	Decrease
Previously Approved CIP Projects	530,952	0
Designated from Fund Balance	(530,952)	0

To carryforward unspent funds on previously approved C-I-P projects and related revenues.

COMMUNITY REDEVELOPMENT AGENCY:	Increase	Decrease
Town Attorney	20,000	0
Designated from Fund Balance	(20,000)	0

To appropriate funds for Jupiter River Inn Settlement agreement, approved by CRA commission on 12/3/2019.

Community Investment Program

CIP	Increase	Decrease
Previously Approved CIP Projects	30,497,036	0
Fed grant - CDBG	160,364	0
State Grant - Jones Creek Headwaters	150,000	0
Local Grant - Other Transportation	1,000,000	0
State Grant - LRPI	200,000	0
State Grant - Land and Water Conservation	150,000	0
Jupiter Inlet District	50,000	0
Designated from Fund Balance	23,973,844	0
Designated from Fund Balance - Open Space	309,102	0
Designated from Escrow Funds	450,692	0
Designated from Escrow Funds - Jones Creek Headwaters	59,000	0
Designated from Escrow Funds - Open Space	200,407	0
Trf From - Impact Fee Road	1,423,627	0
Trf From - Recreation Fee Road	120,000	0
Capital Contributions Private	2,250,000	0

To carryforward unspent funds on previously approved C-I-P projects and related revenues.

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CIP	Increase	Decrease
Indiantown Road Western Corridor Funding (FDOT Project)	911,125	0
Designated from Fund Balance	(911,125)	0
To appropriate funds from fund balance for the local funding agreement payment to FDOT for the ITR Western Corridor Project. Authorized by Town Council on 10/17/2019.		

SALES SURTAX FUND:	Increase	Decrease
Trf to Capital Improvement Fund	3,040,807	0
Designated from Fund Balance	(3,040,807)	0
To carryforward surtax funding on the previously approved PD/Data Center project for transfer to the CIP fund.		

Water Fund

WATER ADMIN:	Increase	Decrease
Water/Plant - Software	80,000	0
Water/Plant - Vehicles	207,230	0
Designated from Fund Balance	(287,230)	0
To carryforward unspent FY19 funds for a boom truck and LIMS software (Laboratory Information Management System) that was not purchased by year-end.		

WATER OTHER:	Increase	Decrease
PD/Data Center	271,985	0
Designated from Fund Balance	(271,985)	0
To carryforward unspent FY19 funds for the previously approved PD/Data Center project.		

WATER R&R FUND:	Increase	Decrease
Previously Approved CIP Projects	13,741,578	0
Fed Grant HUD CDBG	(200,000)	0
Designated from Fund Balance	(13,541,578)	0
To carryforward unspent FY 2019 funds on previously approved water fund C-I-P projects.		

WATER R&R FUND:	Increase	Decrease
Water R&R / Plant - AssetM R&R/Salinity Barrier Mt	114,700	0
Water R&R / Plant - AM R&R/RO Perm Chk Vlv Removal	55,000	0
Water R&R / Plant - AM R&R/Plant Asset Mgt(Lucity)	25,000	0
Water R&R / Plant - Asset Maint R&R/Well Reh	0	620,000
Water R&R / Plant - Asset Maint R&R/Painting	0	350,000
Water R&R / Plant - Asset Maint R&R/Other	0	194,700
Water R&R / CIP - Water Plant	350,000	0
Water R&R / CIP - Wells	620,000	0
Water R&R / Plant - AM R&R/Stainless St Pipe Clean	75,272	0
Water R&R / Plant - Asset Maint R&R/Other	0	75,272
Water R&R / Field - Asset Maint R&R/Valves & Hydra	0	50,000
Water R&R / Field - Transmission & Distribution	50,000	0
Water R&R / Plant - AM R&R/Ground Storage Tank Rpr	75,000	0
Water R&R / Plant - Asset Maint R&R/Painting	0	75,000

To transfer and allocate funds between projects within the water assent maintenance program.

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WATER CONNECTION FEE FUND:

	<u>Increase</u>	<u>Decrease</u>
Water Conn Fee/Capacity CIP - Previously Approved CIP Projects	5,211,977	0
Designated from Fund Balance	(5,211,977)	0

To carryforward unspent FY 2019 funds on previously approved water fund C-I-P projects.

Stormwater Fund

STORMWATER OTHER:

	<u>Increase</u>	<u>Decrease</u>
Previoulsy Approved CIP Projects	278,849	0
Designated from Fund Balance	(278,849)	0

To carryforward unspent FY19 funds on the previously approved infrastructure & SW improvement grants CIP project.

STORMWATER R&R FUND:

	<u>Increase</u>	<u>Decrease</u>
Previoulsy Approved CIP Projects	2,336,885	0
Designated from Fund Balance	(2,336,885)	0

To carryforward unspent FY19 funds on the previously approved stormwater R&R fund CIP projects.

STORMWATER R&R FUND:

	<u>Increase</u>	<u>Decrease</u>
Stormwater R&R / Field - AM R&R/SW Pumps Rehab	122,838	0
Stormwater R&R / Field - Asset Maint R&R/General	0	122,838

To transfer and allocate funds between projects within the stormwater assent maintenance program.

STORMWATER AVAILABILITY FUND:

	<u>Increase</u>	<u>Decrease</u>
Previoulsy Approved CIP Projects	796,306	0
State Grant-LRPI	(349,162)	0
Designated from Fund Balance	(447,144)	0

To carryforward unspent FY19 funds on the previously approved stormwater Availability fund CIP projects.

Building Fund

BUILDING FUND:

	<u>Increase</u>	<u>Decrease</u>
Energov FY19 Carryforward	444,920	0
Designated from Fund Balance	(444,920)	0

To carryforward unspent FY19 funds on the previously approved energov CIP project.