

TOWN OF JUPITER FY 2021 Mid-Year Budget Amendments



DATE:	April 20, 2021
TO:	The Honorable Mayor Wodraska Members of the Town Council
TOWN MANAGER	Matt Benoit, Town Manager
SENIOR DIRECTOR	Nikki Capenito, Senior Director Internal Customer Service
FROM:	Scott Reynolds, Budget Manager
SUBJECT:	FY2021 Mid-Year Budget Amendments - Resolution 41-21

EXECUTIVE SUMMARY:

Staff seeks Town Council approval of Resolution 41-21 providing for an amendment to the fiscal year ending September 30, 2021 operating and CIP budgets. The amendment includes budget transfers recorded from October 1, 2020 through March 31, 2021 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 transfer Parks Restoration CIP funds to the General Operating maintenance account for the Beach Dunes Cross over repairs.
2. Appropriate received funds from the disposition of retired police vehicles for the acquisition of a new vehicle.
3. To carryforward FY2020 historical resource grant funds that were not expensed by year-end.
4. To carryforward FY2020 funds that were not expensed by year-end for camera's at the community center.

There has been no use of General Fund Contingency for fiscal year 2021.

Federal Forfeiture Funds:

1. Carryforward Federal Forfeiture Funds from FY 2020 for the JPD's Peer Support Group.

State Forfeiture Fund:

1. Appropriate state forfeiture funds for Shop with a Cop program.

Community Investment Plan (CIP):

Amendments to the CIP fund were required for the following:

1. To carryforward funds from FY2020 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 received for CDBG CARES funding.
3. To amend and allocate additional funds for the Town's Community Center renovation project.
4. To unappropriate funds as directed by Town Council for the Riverside Drive Sidewalk project.

Water and Stormwater:

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

1. Utilized FY 2020 water and stormwater carryforward funds on previously approved CIP projects.
2. To carryforward FY 2020 funds for the PD/Data Center Project.
3. To transfer available CDBG funds from the General CIP fund to the Water Fund for the Penn Park Water Infrastructure Project as authorized by the Town Council.
4. To allocate funds for the Jupiter River Estates Vegetative Trimming Project.
5. To allocate FY2021 CDBG funds for the Pine Gardens North Infrastructure improvement project.

There has been no use of water or stormwater contingency funds for fiscal year 2021.

Building Fund:

1. To carryforward fiscal year 2020 funds for the Energov software project.
2. To restrict portions of the building funds unrestricted fund balance for future capital projects and rate stabilization.

RECOMMENDATION:

Staff recommends approval of Resolution 41-21 amending the Town of Jupiter Budget for the fiscal year beginning October 1, 2020 and ending September 30th, 2021.

Strategic Priority:

Fiscal Responsibility

Attachments:

- Resolution 41-21
- 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. 41-21

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AMENDING RESOLUTION 71-20, THE TOWN'S BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2021; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Jupiter has adopted its Fiscal Year 2020-2021 Budget and Pay Plan pursuant to Resolution 71-20 on September 22, 2020; 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 2020 - 2021 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 2020 - 2021 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, 2021 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, 2021 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.

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**BUDGET TRANSFERS
APPROPRIATING FUND BALANCE / RETAINED EARNINGS.
October 1, 2020 - March 31, 2021**

General Fund

PUBLIC WORKS:	Increase	Decrease
General Fund - Repairs & Maintenance - Beach Dune Crossover	10,000	0
General Fund - Designated From Fund Balance	(10,000)	0
CIP - Parks Restoration	0	10,000
CIP - Designated From Fund Balance	0	(10,000)

To amend and transfer funds from the Town's Parks Restoration CIP to the Town's Repairs and Maintenance Operating account for emergency repairs at the Dune Crossover #49.

POLICE DEPARTMENT:	Increase	Decrease
Machinery & Equipment	42,486	0
Disposition of Fixed Assets	(42,486)	0

To amend and transfer funds from the disposition of police vehicles to the Police Departments machinery and equipment account for acquisition of new vehicles.

PLANNING AND ZONING:	Increase	Decrease
Historical Resources Grant Funds	50,000	0
Designated From Fund Balance	(50,000)	0

To carryforward historical resource grant funds from FY 2020 to FY 2021.

RECREATION:	Increase	Decrease
Machinery & Equipment	40,000	0
Designated From Fund Balance	(40,000)	0

To carryforward funds from FY 2020 to FY 2021 for camera's and the Towns Community Center.

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

To carryforward Federal Forfeiture Funds from FY 2020 for the JPD's Peer Support Group.

STATE FORFETURE FUND:	Increase	Decrease
Rentals & Leases	1,563	0
Other Current Charges	2,000	0
Oth Fines-Confiscated Property	(3,563)	0

FY2021 Shop With a COP program funding, approved by Council 11-03-2020.

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Community Investment Program

CIP	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	15,760,540	
FED Grant - CDBG	(394,633)	0
State Grant Wind Mitigation - PD/Data Center	(900,000)	0
State Grant LRPI - Sims Creek Preserve	(200,000)	0
Local Grant PBC Road Impact - Island Way	(1,000,000)	0
Land & Water Conservation - Sims Creek Preserve	(150,000)	0
Jupiter Inlet District - Sims Creek Preserve	(50,000)	0
Designated from Fund Balance	(7,273,319)	0
Designated from Fund Balance (Open Space)	(239,102)	0
Designated from Fund Balance Lennar Settlement	(2,000,000)	0
Open Space FB Reserve - Sims Creek Preserve	(92,500)	0
Enhance Gateway to Town and Inlet	(112,000)	0
Escrow Environmental - Sims Creek Preserve	(42,500)	0
Designated from Escrow Funds	(318,605)	0
Trf From - Impact Fee Road	(1,567,881)	0
Trf From - Impact Fee Recreation	(120,000)	0
Capital Contributions Private	(1,300,000)	0

To carryforward unspent FY 2020 funds on previously approved C-I-P projects and related revenues.

CIP	<u>Increase</u>	<u>Decrease</u>
CDBG - CARES Funding	178,908	0
Fed grant - CDBG Funds	(178,908)	0

To amend the FY 2021 CIP budget for the acceptance of CDBG - CARES funding for Covid-19

CIP	<u>Increase</u>	<u>Decrease</u>
CIP Infrastructure - Evernia Street Alley Way	0	1,675
Designated from Fund Balance	0	(1,675)

To amend and reduce General Revenue carryforward funding for stormwater project.

CIP	<u>Increase</u>	<u>Decrease</u>
CIP R&M - Community Center Renovations	25,000	0
Designated from Fund Balance	(25,000)	0

To amend and allocate additional funds for the Town's Community Center renovation project.

CIP	<u>Increase</u>	<u>Decrease</u>
CIP - Riverside Dr Sidewalk Project	0	25,000
Designated from Fund Balance	0	(25,000)

To amend and unfund project as directed by Town Council 03/03/2021.

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CIP	<u>Increase</u>	<u>Decrease</u>
CIP - Public Works Storage Building Project	12,401	0
Designated from Fund Balance	(12,401)	0
To amend and allocate additional funds for the Public Works Storage Building Project.		

Water Fund

WATER OTHER:	<u>Increase</u>	<u>Decrease</u>
PD/Data Center Carryforward	34,099	0
Designated from Fund Balance	(34,099)	0
To carryforward unspent FY 2020 funds for the previously approved PD/Data Center Project.		

WATER R&R FUND:	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	26,692,642	0
Fed Grant-Water Supply System	(200,000)	0
Designated from Fund Balance	(26,492,642)	0
To carryforward unspent FY 2020 funds on previously approved C-I-P projects and related revenues.		

WATER R&R FUND:	<u>Increase</u>	<u>Decrease</u>
Penn Park Water Infrastructure Improvements	294,898	0
Fed Grant -Water Supply System	(294,898)	0
General CIP Program - CDBG Funds	0	(294,898)
Fed Grant - CDBG	0	294,898
To amend and transfer FY2021 CDBG funds from the General CIP fund to the Water Fund for the Penn Park Water Infrastructure Project as authorized by the Town Council.		

WATER CONNECTION FEE FUND:	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	5,191,364	0
Designated from Fund Balance	(5,191,364)	0
To carryforward unspent funds on previously approved C-I-P projects and related revenues.		

Stormwater Fund

STORMWATER OTHER:	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	402,145	0
Designated from Fund Balance	(402,145)	0
To carryforward unspent FY 2020 funds on previously approved C-I-P projects and related revenues.		

STORMWATER OTHER:	<u>Increase</u>	<u>Decrease</u>
Professional Services	44,907	0
Designated from Fund Balance	(44,907)	0
Jupiter River Estates Vegetative Trimming Engineering Services approved by Council on 09-22-2020		

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STORMWATER R&R FUND:	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	5,953,234	0
State Grant - LRPI	(870,000)	0
Designated from Fund Balance	(5,083,234)	0

To carryforward unspent FY 2020 funds on previously approved C-I-P projects and related revenues.

STORMWATER R&R FUND:	<u>Increase</u>	<u>Decrease</u>
Pine Gardens North Stormwater Infrastructure Improvements	243,264	0
Fed Grant -Stormwater System	(243,264)	0
General CIP Program - FY2021 CDBG Funds	0	(243,264)
Fed Grant - CDBG	0	243,264

To amend and transfer FY2021 CDBG funds from the General CIP fund to the Stormwater R&R Fund for the Pine Gardens North Infrastructure Project as authorized by the Town Council on 02/16/2021

STORMWATER AVAILABILITY FUND:	<u>Increase</u>	<u>Decrease</u>
Previously Approved CIP Projects	1,312,726	0
State Grant LRPI	(856,616)	0
Designated from Fund Balance	(456,110)	0

To carryforward unspent FY 2020 funds on previously approved C-I-P projects and related revenues.

Building Fund

BUILDING FUND:	<u>Increase</u>	<u>Decrease</u>
Energov FY2020 Carryforward Balance	444,031	0
Designated From Fund Balance	(444,031)	0

To carryforward unspent FY 2020 funds on previously approved energov C-I-P projects and related revenues.

BUILDING FUND:	<u>Increase</u>	<u>Decrease</u>
Designated from Unrestricted Fund Balance	11,628,442	0
Restricted Fund Balance - New Town Hall Contribution	(6,000,000)	0
Restricted Fund Balance - Software/Hardware Replacement	(4,000,000)	0
Restricted Fund Balance - Emergency Operations Reserve	(1,628,442)	0

To amend and restrict funds for future Building Fund projects and for future rate stabilization purposes from funds that are currently identified as unrestricted.

General Fund

CIP Project List

Carryforward Balance

Reconstruct Toney Penna	81,737
Transit Improvements	1,200,000
Neighborhood Sidewalks	207,934
Street Resurfacing	418,922
Arterial Roadway Landscape Replacem	10,417
Traffic Mgmt Improvements	99,177
Public Works Storage Building	502,864
ADA Transition Plan	50,214
Air Conditioning Equipment Replacme	58,992
Quiet Zone and FEC Railway Safety	65,000
Indoor Athletic/Parking Study	65,600
Community Center Renovations	2,201
Arterial Roadway Landscaping Ph II	72,782
Neighborhood Improvement	150,102
Historic Preservation	102,024
Jupiter Elementary School Auditoriu	100,000
Center St Beautification Improv	50,000
Parks Restoration Program	207,078
Rehabilitation Beach Dune Crossover	565,184
North and South POD's	10,614
Evernia St Alley	40,831
Sawfish Bay Park & Train Depot	114,000
Police Vehicle Replacment Program	19,524
Mast Arm Signal General	117,416
Signal Mt & Indian Creek	59,254
Southern Extension of Island Way	5,440,501
Pedestrian & Bicycle Safety Improv	129,561
Pedestrian Crossing Imprv at FEC RR	275,745
Jupiter Park Dr at Central Blvd Int	20,625
Enhance Gateway to Town and Inlet	319,765
Open Space program	352,699
Sims Creek Preserve	671,558
Bicycle Lane Master Plan Update	85,000
PD/Data Center	1,661,852
FY2018 CDBG	44,530
FY2019 CDBG	115,707
FY2020 CDBG	234,396
Cinquez Park Improvement	564,596
Collector Rdway Lighting	937,308
Alt A1A Median Enhancements	186,682
Enterprise Mgmt System	100,000
ITR/US1 to Ocean Blvd A1A Improv	248,148

TOTAL

15,760,540