

TOWN OF JUPITER

FY 2024 First Quarter Budget Amendment



DATE	October 3, 2023
TO	Honorable Mayor and Members of Town Council
THRU	Frank Kitzerow, Town Manager <i>FJK</i>
FROM	Scott Reynolds, Finance Director <i>SR</i>
SUBJECT	FY2024 First Quarter Budget Amendments - Resolution 101-23

EXECUTIVE SUMMARY

Staff seeks Town Council approval of Resolution 101-23 providing for an amendment to the fiscal year ending September 30, 2024 operating and CIP budgets. The amendment includes budget transfers and amendments recorded as of 10/03/2023 as detailed in the attached budget transfer summary.

The amendment request is to establish fiscal year 2023/2024 funding for the Town of Jupiter Fire Rescue Department as well as amend the Town's General Fund operating and Community Investment Plan.

The requested amendments will establish funding for personnel services, contract services, and general first year operating costs as well as the purchase of fire and ambulatory apparatus that will come before Council for authorization.

\$8.9 million of the funding for the first year will come from the Town's unreserved fund balance, with the remainder coming from a variety of sources.

STRATEGIC PRIORITY

Fiscal Responsibility, Strong Local Economy

ATTACHMENTS

Resolution 101-23,
Exhibit "A" FY24 Fire Rescue Budget
Exhibit "B" Budget Transfer/Amendment Detail
Exhibit "C" FY24 Fire/EMS Budget Summary Presentation

FUNDING SOURCE

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

For more information or to request attachments, please contact Scott Reynolds at scottr@jupiter.fl.us and/or 561-741-2327.

TOWN OF JUPITER, FLORIDA

RESOLUTION NO. 101-23

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF JUPITER, FLORIDA, AMENDING RESOLUTION 94-23, THE TOWN'S BUDGET FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2024; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Jupiter has adopted its Fiscal Year 2023-2024 Budget and Pay Plan pursuant to Resolution 94-23 on September 19, 2023; 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 2023-2024 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 94-23, the Town's Budget for Fiscal Year 2023-2024 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 October 3, 2023 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, 2024 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
FY2023/2024 FIRST QUARTER BUDGET AMENDMENT**

	Increase	Decrease
GENERAL FUND:		
TM - Regular Salaries SUSTAINABILITY COORDINATOR		72,911
TM - FICA SUSTAINABILITY COORDINATOR		5,293
TM - FRS SUSTAINABILITY COORDINATOR		9,894
TM - Life & Health Insurance SUSTAINABILITY COORDINATOR		31,981
Contingency		1,400,000
Transfer to Capital Improvement Fund		1,000,000
Transfer to Fire/Rescue Fund	11,470,173	
General Fund Unreserved Fund Balance	(8,950,094)	

To appropriate, transfer and carry forward funds to establish funding for the Town's new Fire Department. Funding for the FY24 Fire budget will come from General Fund contingency, elimination of the sustainability coordinator position that has not been filled for over three years, reduction of transfer funds to the Town's CIP fund for the Town Green Project that will now be funded from escrow funding and General Fund Reserves.

CIP FUND:		
Transfer from General Fund		1,000,000
Designated from Escrow Funds	1,000,000	

To unappropriate funding from the General Fund Operating Fund and appropriate funding from escrow deposits for the funding of the public improvement project of demolishing the old Town Hall and installing a new Town Green.

FIRE/RESCUE FUND:

FIRE

Executive Salaries	151,667
Regular Salaries	208,152
FICA Taxes	25,786
FRS	108,004
Life & Health Insurance	91,202
Workers Comp Insurance	13,898
Professional Services	760,000
Vehicle R&M	2,000
Recruiting Advertisements	5,000
Operating Supplies	337,800
Uniforms	2,800
Gas Oil & Lube	5,000
Books Dues Pubs Etc	200
Fire Vehicles	6,900,000
Contingency	800,000
Operating Vehicles	130,000

EMS

Other Contractual Service	70,000
Transport Vehicles	1,600,000
Start-up Capital	258,664

Transfer From General Fund	(11,470,173)
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To appropriate funds to establish FY24 funding for the Town of Jupiter Fire Rescue Department.