



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 17, 2025

Originating Department: Finance Department

Agenda Title: Resolution 108-12-25 - Fiscal Year 2025/2026 Budget Adjustment - Re-Encumber Open Purchase Order Funding from the FY 2025 Budget

Approved by Town Manager: _____ **Date:** _____

Cost of Item: \$0.00 **Funding Source:** Various

Account Number: Various **Finance Signature:** Barbara A. Gould

Advertised:

Date: N/A **Newspaper:** _____

Attachments: Resolution 108-12-25

Attachment "A"

Please initial one:

X

Yes I have notified everyone
Not applicable in this case

Summary Explanation/Background:

In accordance with state law, the proposed Resolution xx-xx-xx establishes increases to the Fiscal Year (FY) 2025/2026 Town Budget – Various Funds, which was adopted by the Town Commission on September 18, 2025 (Resolution 71-09-25).

The Finance Department is proposing to amend the current Fiscal Year 2025/2026 Budget to include (or reappropriate) revenue that was previously approved within the FY 2025 Budget to support various, previously approved projects and purchases that have not yet been completed.

Note: This is funding from the previously approved FY 2025 Budget that has been identified to be utilized for the completion of projects and/or purchase of capital equipment and would not be considered as new and/or additional funding above revenues/expenditures approved within the FY 2026 Budget; rather, this is being presented as funding that was existing and/or approved

within the FY 2025 Budget that has not been fully utilized. This request, if approved, would not utilize any of the FY 2026 Budget reserves and/or contingency amounts that have been approved by the Town Commission during the recent budget process.

If approved, the requested unused (encumbered), open purchase order funding from the FY 2025 Budget (previously approved revenues) will be re-encumbered into new Purchase Orders within the FY 2026 Budget, including;

Fund	Revenues	Expenditures
General Fund	\$77,111	\$77,111
Community Redevelopment Agency (CRA)	\$17,780	\$17,780
Streets & Road	\$62,839	\$62,839
Special Project Fund	\$840,433	\$840,433
Stormwater Fund	\$140,342	\$140,342
Sanitation Fund	\$36,287	\$36,287

This proposed Resolution was prepared by the Finance Director and reviewed by each Department Director that maintains funding within FY 2025 Purchase Orders and the Town Attorney.

Recommended Motion:

I move to approve Resolution 108-12-25 adopting the Town of Lake Park's FY 2025/2026 Budget Adjustment re-encumbering existing, open purchase orders from the FY 2025 Budget; and authorize the Mayor to execute the Resolution.