



155 F Road Loxahatchee Groves, FL 33470

**TO: Town Council of Town of Loxahatchee Groves**  
**FROM: Francine Ramaglia, Town Manager**  
**DATE : May 7, 2024**  
**SUBJECT: Approval on Resolution No. 2024-29 Adopting a Budget Amendment for FY 2023-24**

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**Background:**

Attached Resolution 2024- provides for budget amendment to the FY 2024 budget as set forth in the attached Exhibit A. The amendment reflects adjustments, for FY23 carry forwards for CERT, the road and drainage fund and capital fund. In addition, there are revised capital projects detailed in the FY24 Capital Improvement Plan requiring additional transfers between funds, and reclassification between line items. The attached “evolution of the budget worksheet” shows the major decisions that have led to the changes and contains the detail of the line-item changes.

The net of the proposed changes to revenue are:

1. \$271,794 in FEMA reimbursements for past storm events to be allocated to the capital fund.
2. \$250,000 private donation to be allocated to the capital fund.

An increase in capital spending in the amount of \$701,794 funded by the above revenue sources and an additional \$180,000 transferred from FY23 carryforwards in the road and drainage fund, bringing the total amount transferred from road and drainage fund to the capital fund to \$484,691.

The major sequence of events in the evolution of the budget was:

1. Creation of the canal reconstruction crew and reallocation of \$370,000 within the budget as directed by Town Council upon second reading and adoption of the FY24 budget.
2. Carry forward of FY23 Capital Projects and funds in the amount of \$664,549.
3. Carry forward of FY23 unspent road and drainage funds in the amount of \$320,958.
4. Emergency need for repairs to be done by contractor on portions of collecting canal after adoption of the FY24 budget. Budgeted for \$198,000 and funded by a reallocation of FY24 capital funds and funds carried forward in FY23 capital. Project is completed and slightly under budget.



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5. Creation of internal building department to replace contractor and provide better service with projected net positive budget impact of approximately \$4,000.
6. Potential advancement of roadways from FY25 to FY24 Road Improvement Program (Casey Road, B North and North B to C)
7. Revisions to Road Improvement Plan budget based on actual bid and award of contract.
8. Reduction in General Fund contribution to Solid Waste Fund from \$175,000 to \$118,000 as that is all that is needed to balance this year's budget in that fund and sufficient reserves exist in the Solid Waste Fund.

The details of the changes for the capital items are set forth in the memorandum relating to Ordinance No. 2024-02, which is also on your May 7, 2024 agenda.

The carry forward of \$320,928 in FY23 road and drainage funds is proposed to be utilized in the following manner:

1. \$180,000 transferred to capital fund for replacement of bridge culverts and related design and permitting.
2. \$62,500 for tree removal contract (previously approved by Town Council)
3. \$12,333 to fund the purchase of a used vehicle to be utilized for inspections and related work by the public works director.
4. \$40,000 for engineering and survey expenses not directly attributable to current capital projects.
5. \$18,996 remain in traffic control signs account, resulting in a total budget of \$29,996 for traffic control signs. (staff is moving forward with replacement and upgrade of the existing traffic control signs in town)
6. Leave \$2,323 in operating supplies bringing the total budget for operating supplies to \$17,323.
7. Leave \$4,776 in Fuel line item, so the total amount budgeted in fuel was \$47,276.

The budget amendment was reviewed by FAAC at their April 29, 2024 meeting

**Recommendation:**

Motion to approve **Resolution No. 2024-29** adopting a budget amendment for the Town's budget for Fiscal Year 2023-2024.