

**AGENDA SUMMARY ITEM**

**Agenda Item #: C**

**Agenda Item:** Approval and authorization, in accordance with established policy, to make a budget amendment for Fund 408 in the fiscal year 2023/2024 Budget. Said amendment to transfer a total of \$453,000 from Fund 304 Undesignated Fund Balance to Sycamore Drainage Repair Project (SW2401).

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In accordance with the Village Engineer’s request for a new capital improvement project – Sycamore Drainage Repair Project (SW2401), a budget transfer is requesting.

On May 16, 2024, the Public Works Director obtained Council approval (in the form of ratification) for an emergency repair of the stormwater pipe on Sycamore Drive to be completed by Shenandoah and funded by the stormwater operating budget in the amount \$126,460. Shenandoah performed \$14,250 worth of the required emergency repairs but was unable to perform the remainder. Heavy Civil, Inc. completed the remainder of the work valued at approximately \$93,000. During the emergency repairs, Heavy Civil, Inc. discovered that additional sections of the pipe had collapsed. The Village issued a Request for Proposals (“RFP”) on July 17, 2024 to solicit proposals for completion of the additional repairs. The funding for this project will cover the initial costs of the emergency repair, cost to replace the stormwater pipe and any other associated costs related to this project.

The requested budget amendment transfers the initial funds from Fund 304 to Fund 408 and budgets the new capital project (SW2401).

Exhibit “A” attached outlines the sources and uses of the funds.  
Exhibit “B” attached outlines the project description and justification.

**Recommended Action:**

Requesting Village Council approval to make the budget amendment to the fiscal year 2023/2024 Budget in accordance with established policy.

Initiator	Village Manager Approval	Agenda Date	Village Council Action
Sharon Almeida Finance Director		8/15/2024	

**EXHIBIT "A"**  
**BUDGET REVISION**  
**CAPITAL IMPROVEMENTS**

DEPARTMENT	ACCOUNT DESCRIPTION	CIP PROJ NO.	BUDGET CODE NO.	AMOUNT
<b>SOURCE OF FUNDS</b>				
Non-Departmental	Undesignated Fund Balance - Fund 304		399.01-00	\$ 453,000
<b>TOTAL SOURCE OF FUNDS</b>				<u>\$ 453,000</u>
<b>USE OF FUNDS</b>				
Public Works	Sycamore Drainage	SW2401	541.53-20	\$ 453,000
<b>TOTAL USE OF FUNDS</b>				<u>\$ 453,000</u>

Exhibit "B"  
 Village of Royal Palm Beach  
 Capital Project Justification Sheet

<b>Project Title</b>	Sycamore Drainage Repair	<b>Program Category</b>	
<b>Project Number</b>	SW2401	<b>Project Type</b>	New
<b>Fund</b>	408	<b>Division</b>	Public Works
<b>Project Location</b>	12 foot wide easement located between 117 and 119 Sycamore Drive	<b>Project Manager</b>	Village Engineer

Project Components	2024					5 Year Total	
Construction						\$0	
Engineering/Architecture						\$0	
Equipment/Furnishings						\$0	
Land Aquist./Site Prep						\$0	
Other (Repairs)	\$453,000					\$453,000	
Plans and Studies						\$0	
Total	\$453,000	\$0	\$0	\$0	\$0	\$453,000	

**Funding Source:**

**Project Description:**

Remove and replace a 206-foot section of 36-inch storm drain pipe. The existing pipe is located between 117 and 119 Sycamore Drive and has an invert that is approximately 12-feet deep. The contractor will be required to minimize vibrations and utilize a shoring technique that will protect the foundations of the adjacent homes. The work area is limited to the 12-foot wide drainage easement.

**Project Justification:**

The existing 36" pipe collapsed in two locations and multiple joints are allowing sediment to pass into the pipe. The pipe is a critical element of the drainage system for the subdivision.

**Project Alternatives:**

N/A

**List of Equipment:**

N/A

**Financial Impact on Operating**

**Budget for First FY:**

N/A

**RESOLUTION NO. 24-16**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, AMENDING ITS OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2023-2024 IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION NO. 23-35; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**WHEREAS**, the necessity of amending the 2023-2024 Village Budget has come to the attention of the Village Council of the Village of Royal Palm Beach; and

**WHEREAS**, pursuant to Sec. 4 and 5 of Budget Resolution No. 23-35 adopted September 21, 2023 in accordance with State Law, budget amendments relating to increases or decreases to the total sum allocated to each department for operating expenses must be formally approved by the Village Council in the form of a budget resolution for such transfers.

**NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, THAT:**

Section 1: The Village of Royal Palm Beach, hereby amends its 2023-2024 budget as provided in the schedule attached hereto as Exhibit "A" and made a part hereof, in accordance with the terms and provisions of the Budget Resolution No. 23-35.

Section 2: The Village Clerk is hereby directed to attach a copy of this Resolution amending the 2023-2024 Budget to the 2023-2024 Budget documents and this Resolution shall be made a part of said budget.

Section 3: This Resolution shall take effect immediately upon adoption by the Village Council.

**PASSED AND ADOPTED** this 15<sup>th</sup> day of August, 2024.



Diane DiSanto, Village Clerk



Mayor Fred Pinto  
Village of Royal Palm Beach