

**AGENDA SUMMARY ITEM**

**Agenda Item #: C - 6**

**Agenda Item:** Adoption of Resolution No. 25-06, a resolution of the Village Council of the Village of Royal Palm Beach, Florida, approving and authorizing, in accordance with established policy, the making of a budget amendment for Fund 401 in the Fiscal Year 2024-2025 Budget. Said amendment to transfer a total of \$360,000 from Fund 304 Undesignated Fund Balance to David Farber Building Renovations (EN2401).

---

In accordance with the Village Engineer’s attached memorandum, this transfer will provide additional funding to fully award the project and provide a 5% contingency.

Exhibit “A” attached outlines the sources and uses of the funds.

**Recommended Action:**

Requesting Village Council approval to make the budget amendment to the Fiscal Year 2024-2025 Budget in accordance with established policy.

Initiator	Village Manager Approval	Agenda Date	Village Council Action
Sharon Almeida Finance Director		2/20/2025	

**EXHIBIT "A"**  
**BUDGET REVISION**  
**FUND 303**

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	\$ 360,000
<b>TOTAL SOURCE OF FUNDS</b>				<u>\$ 360,000</u>
<b>USE OF FUNDS</b>				
Engineering	David Farber Building Renovations	EN2401	539.65-99	\$ 360,000
<b>TOTAL USE OF FUNDS</b>				<u>\$ 360,000</u>



# Village of Royal Palm Beach

Village Engineer's Office

1050 Royal Palm Beach Boulevard, Royal Palm Beach, FL 33411

---

## Memo

**To:** Sharon Almeida  
**From:** Chris Marsh  
**Date:** January 30, 2025  
**Re:** Budget Adjustment – Farber Building Renovations  
Project No. EN2401

---

Please transfer \$360,000.00 from the 304 Fund Balance to Project No. EN2401, Farber Building Renovations, Account No.303-3900-539.65-99.

The requested amount will provide funding to fully award the project and provide a 5% contingency.

During the design process, it was discovered that additional upgrades were required in the building. The following items were added to the scope: a 50% increase in restroom capacity; replacement of the flooring in the existing training room; an upgrade to the audio-video equipment in the existing training room; reconfiguration of the kitchen to connect to the proposed and existing training rooms; and the addition of air conditioning capacity. These upgrades will modernize the existing spaces and better accommodate dual training sessions.

**RESOLUTION NO. 25-06**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF ROYAL PALM BEACH, FLORIDA, AMENDING ITS OPERATING AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2024-2025 IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF BUDGET RESOLUTION NO. 24-19; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

**WHEREAS**, the necessity of amending the Fiscal Year 2024-2025 Village Budget has come to the attention of the Village Council of the Village of Royal Palm Beach; and

**WHEREAS**, pursuant to Secs. 4 and 5 of Budget Resolution No. 24-19 adopted September 19, 2024 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 Fiscal Year 2024-2025 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. 24-19.

Section 2: The Village Clerk is hereby directed to attach a copy of this Resolution amending the Fiscal Year 2024-2025 Budget to the Fiscal Year 2024-2025 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 20<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Mayor Jeff Hmara  
Village of Royal Palm Beach

\_\_\_\_\_  
Diane DiSanto, Village Clerk