

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: March 9, 2026

FROM: J.P. Spas, Budget Officer

SUBJECT: Resolution 2026-05 - A Resolution to Amend the FY 2026 General Fund, Capital Investment Program (CIP), and Non-Capital Projects Budgets

INTRODUCTION:

The purpose of this agenda item is: A. to amend the FY 2026 General Fund Budget to appropriate General Fund unassigned fund balance and budget the related line-item and capital expenditures; B. to amend the FY 2026 CIP revenue line-item and budget the related capital expenditures ; and, C. to amend the FY 2026 Non-Capital Projects revenue line-item and budget the related capital expenditures.

DISCUSSION:

A. General Fund Budget Amendment

Server Room Emergency Generator

In December of 2025, the IT server room generator failed and it was determined that repairs would exceed 50% of the cost of a new generator. A temporary generator was installed to ensure the critical IT server room would not lose power prior to replacement. This generator is located at Town Hall, but only covers the IT servers. Town Hall does not currently have an emergency generator.

Fleet Services is requesting a budget amendment to appropriate \$49,576.00 of General Fund unassigned fund balance to cover the cost of a replacement emergency generator. (Please refer to Exhibit A and the Memo "*Fleet Services Budget Amendment (Town Hall Generator Replacement)*.”)

Hwy 72 & Center St Signal

On February 13, 2026, a traffic accident destroyed the traffic signal mast arm and pole for eastbound traffic on Hwy 72 at Center St. Due to a lead time of 8-10 months for replacement mast arm and pole, a temporary traffic signal is recommended to be installed until a permanent replacement can be installed.

Engineering is requesting a budget amendment to appropriate \$44,000.00 of General Fund unassigned fund balance to cover the cost of installing a temporary traffic signal at Hwy 72 and Center St. (Please refer to Exhibit A and the Memo "*Traffic Signal Repair at Hwy 72 and Center Street*.”)

Engineering is also requesting a budget amendment to appropriate \$165,000.00 of General Fund unassigned fund balance to establish the Signal Replacement – Hwy 72 & Center St CIP project as a new FY 2026 project. The scope of this project is to install a permanent mast arm at this location. (Please refer to Exhibit A and the Memo "*Traffic Signal Repair at Hwy 72 and Center Street*.”)

Town Hall Interior Refresh

Town Hall’s interior finishes are now approximately 25 years old. Carpeting is worn in several areas, finishes are dated, and certain maintenance and updates have been deferred over time.

Administration is requesting a budget amendment to appropriate \$100,000.00 of General Fund unassigned fund balance to establish the Town Hall Interior Refresh project as a new FY 2026 Non-Capital Project. Funding will cover the initial phase of this project, which will be to procure professional design services. Implementation will likely occur in FY 2027. (Please refer to Exhibit A and the Memo “Request to Establish Non-Capital Project – Town Hall Interior Finish Maintenance Project.”)

B. Capital Improvement Program Budget Amendment

If the Signal Replacement – Hwy 72 & Center St capital project budget amendment is approved, the Finance Department is requesting a budget amendment to appropriate and reflect the additional \$165,000.00 in the Town’s Capital Investment Program. (Please refer to Exhibit B)

C. Non-Capital Projects Budget Amendment

If the Town Hall Interior Refresh budget amendment is approved, the Finance Department is requesting a budget amendment to appropriate and reflect the additional \$100,000.00 in the Town’s Non-Capital Projects. (Please refer to Exhibit C)

BUDGET IMPACT:

A. The FY 2026 General Fund Budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 93,738,844	\$ 85,913,147
Amendment	<u> -</u>	<u> 93,576</u>
Amended Budget	93,738,844	86,006,723
Other Funding Sources:		
Fund balance appropriation		
Restricted	19,074	-
Committed	41,231	-
Assigned	-	-
Unassigned	1,094,247	-
Operating Transfer	<u> -</u>	<u> 825,866</u>
Totals	<u>\$ 94,893,396</u>	<u>\$ 86,832,589</u>

B. The FY 2026 Capital Investment Program budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 17,487,584	\$ 17,487,584
Amendment	<u> 165,000</u>	<u> 165,000</u>
Amended Budget	<u>\$ 17,652,584</u>	<u>\$ 17,652,584</u>
Funding Sources:		
General Fund Unassigned Fund Balance	\$ 165,000	

C. The FY 2026 Non-Capital Projects budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 670,000	\$ 650,000
Amendment	<u>100,000</u>	<u>100,000</u>
Amended Budget	<u>\$ 770,000</u>	<u>\$ 770,000</u>

Funding Sources:

General Fund Unassigned Fund Balance	\$ 100,000
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ATTACHMENTS:

- [Exhibit A - 2026-05 .pdf](#)
- [Exhibit B - 2026-05.pdf](#)
- [Exhibit C - 2026-05.pdf](#)
- [Resolution 2026-05.pdf](#)

PROPOSED MOTION:

To approve Resolution 2026-05, to amend the FY 2026 General Fund Capital Investment Program (CIP), and Non-Capital Projects budgets.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						