



## MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Nancy Emslie, Finance Director

SUBJECT: Budget Amendment for Restricted Funds

DATE: November 16, 2015

**Background:** Throughout FY 14-15 the Town received and appropriated funds that were for a restricted purpose in the General Fund. The Town received funds for the Retire NC Certified Community Program, Page Vernon Pocket Park Project, the Department of Justice Asset Forfeiture Program, BB&T loan proceeds for police vehicles and the Chatham Park Project. Since our accounting system is unable to encumber funds the unspent balance amount automatically rolls to fund balance at the end of the fiscal year.

Similarly, the same scenario applies to our Enterprise Fund regarding the Preliminary Engineering Report (PER) contract with the Wooten Company regarding our Wastewater Treatment Plant. The unspent balance automatically rolled to fund balance.

We wanted to wait until our audit for FY14-15 was completed to ensure that the correct balances were reflected in the budget amendment.

**Action Requested:** That the Board of Commissioners adopt the attached budget ordinance amending the FY 15-16 operating budget to appropriate funds from fund balance to recognize the unspent balance for restricted funds for FY 14-15 that rolled to fund balance at year-end.

ORDINANCE AMENDING THE  
TOWN OF PITTSBORO  
2015-2016 OPERATING BUDGET

Be it ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 23<sup>rd</sup> day of November 2015

Section 1. That the following **GENERAL FUND SPECIAL REVENUES** be increased by the amount indicated:

10-3990-010	General Fund Appropriated	\$165,049.47
<b>TOTAL</b>		<b>\$165,049.47</b>

Section 2. That the following **GENERAL FUND EXPENDITURES** be increased by the amount indicated:

10-3662-000	Pocket Park Donations	\$ 3,600.00
10-3790-089	Transfer to Pocket Park	\$54,501.80
10-4900-531	Certified Retirement	\$ 1,042.13
10-5100-000	Federal Asset Forfeiture	\$11,707.73
10-5100-740	Capital Outlay	\$38,611.19
10-6300-020	Chatham Park - Salaries	\$ 660.00
10-6300-040	Chatham Park – Professional Services	\$26,273.42
10-6300-050	Chatham Park – FICA	\$ 1,198.00
10-6300-060	Chatham Park – Group Insurance	\$ 2,564.00
10-6300-070	Chatham Park – Retirement	\$ 783.00
10-6300-071	Chatham Park – 401K	\$ 1,045.00
10-6300-330	Chatham Park – Department Supplies	\$ 5,676.83
10-6300-450	Chatham Park – Contracted Services	\$12,686.37
10-6300-742	Chatham Park – Office Lease	\$ 4,500.00
<b>TOTAL</b>		<b>\$165,049.47</b>

Section 1. That the following **ENTERPRISE FUND SPECIAL REVENUES** be increased by the amount indicated:

30-3990-010	Enterprise Fund Appropriated	\$34,770.00
<b>TOTAL</b>		<b>\$34,770.00</b>

Section 2. That the following **ENTERPRISE FUND EXPENDITURES** be increased by the amount indicated

30-8200-450	WWTP – Contracted Services	\$34,770.00
<b>TOTAL</b>		<b>\$34,770.00</b>

Adopted this 23rd day of November, 2015.

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William G. Terry, Mayor

ATTEST:

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Alice F. Lloyd, CMC, NCCMC, Town Clerk