



## MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Nancy Emslie, Finance Director

SUBJECT: Budget Amendment for Transfers from Capital Reserve Fund

DATE: April 22, 2015

**Background:** The Town has incurred professional service expenses regarding site plan reviews and construction site inspections for various development projects. Development fees have been collected and have been deposited to the Town's Capital Reserve Fund. For FY 14/15 we budgeted \$208,000 for revenue and expenditures for our Capital Reserve Fund. As of March 31, 2015 we have received \$683,585 in revenue. To date, we have approximately \$100,000 in professional services expenditures that are over budget in the General Fund and the Enterprise Fund. We estimate that there will be \$25,000 in additional expenses for the remainder of our fiscal year ending June 30, 2015.

In addition, the Town has entered in a contract agreement with The Wooten Company to perform a PER to examine wastewater treatment expansion alternatives at our existing plant. The Wooten Company has quoted a lump sum for these services not to exceed \$85,675. We plan to use \$15,000 from the funds received from Chatham Park Investors, LLC to help defray the cost of this service.

The attached budget amendment would transfer funds from the Capital Reserve Fund to the General Fund and the Enterprise Fund to cover current and future professional and contracted services expenditures.

**Action Requested:** That the Board of Commissioners adopt the attached budget ordinance amending the FY 14/15 operating budget to transfer funds from the Capital Reserve Fund to the General Fund and Enterprise Fund.

ORDINANCE AMENDING THE  
TOWN OF PITTSBORO  
2014-2015 OPERATING BUDGET

Be it ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 27th day of April, 2015.

**Transfer from Capital Reserve Fund**

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

10-1000-000	Transfer from Other Fund	\$10,000.00
<b>TOTAL</b>		<b>\$10,000.00</b>

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

10-4800-040	Professional Services	\$10,000.00
<b>TOTAL</b>		<b>\$10,000.00</b>

Section 3. That the following **ENTERPRISE REVENUE** be increased by the amount indicated:

30-1000-000	Transfer from Other Fund	\$200,675.00
<b>TOTAL</b>		<b>\$200,675.00</b>

Section 4. That the following **ENTERPRISE EXPENDITURES** be increased by the amount indicated:

30-7200-040	Professional Services	\$115,000.00
30-8200-450	Contracted Services	\$ 70,675.00
<b>TOTAL</b>		<b>\$185,675.00</b>

Section 5. That the following **CAPITAL RESERVE EXPENDITURE** be increased by the amount indicated:

72-3000-000	Transfer to Other Fund	\$195,675.00
<b>TOTAL</b>		<b>\$195,675.00</b>

Adopted this 27th day of April, 2015.

\_\_\_\_\_  
William G. Terry, Mayor

ATTEST:

\_\_\_\_\_  
Alice F. Lloyd, CMC, NCCMC, Town Clerk