



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Nancy Emslie, Finance Director

SUBJECT: Budget Amendment for Waste Water Treatment Plant

DATE: October 8, 2015

**Background:** We recently discovered that a clerical error was made with the Waste Water Treatment Plant (WWTP) department budget. We inadvertently deleted the office supplies line item when preparing the FY 15-16 budget. For the past three budget years, this line item has been budgeted at \$10,000 and should have been budgeted for the same amount for FY 15-16. We will transfer the amount needed for the WWTP office supplies from the WWTP capital outlay line item. This budget transfer will not have a negative impact on the WWTP department budget or the overall budget.

**Action Requested:** That the Board of Commissioners adopt the attached budget ordinance amending the FY 15-16 operating budget to transfer funds from capital outlay to operating expenses for the Waste Water Treatment Plant.

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 12th day of October, 2015

**Transfer of Funds from the Water Treatment Plant capital outlay to operating expenditures**

Section 1. That the following **ENTERPRISE FUND EXPENDITURE** be decreased by the amount indicated:

30-8200-720	Capital Outlay - Building	\$10,000.00
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<b>TOTAL</b>		<b>\$10,000.00</b>
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Section 2. That the following **ENTERPRISE FUND EXPENDITURES** be increased by the amount indicated:

30-8200-330	Departmental Supplies	\$10,000.00
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<b>TOTAL</b>		<b>\$10,000.00</b>
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Adopted this 12th day of October, 2015.

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William G. Terry, Mayor

ATTEST:

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Alice F. Lloyd, CMC, NCCMC, Town Clerk