



MEMORANDUM

TO: Mayor and Board of Commissioners

FROM: Heather Meacham, Finance Director

SUBJECT: Budget Amendment for PER Sanford Forcemain Project

DATE: October 10, 2016

Background: The Wooten Company has been working on the Professional Engineering Report (PER) to NCDWI for the revolving loan fund loan in relation to the proposed force main to the Sanford Waste Water Treatment Plant. This request for \$30,000 from the capital reserve fund balance is meant to cover the expenses that will be billed for a final PER submittal to NCDWI. Initially, these funds would be drawn from the capital reserve fund and reimbursed from the revolving loan once the Town receives those funds.

The attached budget amendment would appropriate the funds received from Capital Reserve Fund and appropriate the associated expenditures.

Attached please find Amendment No. 1 for the PER from The Wooten Company regarding the scope of work.

Action Requested: Approve the Ordinance establishing the Capital Project Budget for the Sanford Forcemain Project and authorize signature on Amendment No. 1.

**TOWN OF PITTSBORO
ORDINANCE ESTABLISHING CAPITAL PROJECT BUDGET
FOR SANFORD FORCEMAIN PROJECT**

Be It Ordained by the Board of Commissioners of the Town of Pittsboro in regular session assembled on the 10th day of October, 2016.

To Create a Capital Project Budget Ordinance for the Sanford Forcemain Project

Section 1. That the following **ENTERPRISE FUND REVENUE ITEMS** be increased by the amounts indicated:

30-1000-000	TRANSFER FROM OTHER FUND	\$30,000.00
TOTAL		\$30,000.00

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

30-3790-092	TRANSFER TO SANFORD FORCEMAIN PROJECT	\$30,000.00
TOTAL		\$30,000.00

Section 3. That the following **SANFORD FORCEMAIN PROJECT REVENUE ITEMS** be increased by the amount indicated:

92-3850-100	TOWN CONTRIBUTION	\$30,000.00
TOTAL		\$30,000.00

Section 4. That the following **SANFORD FORCEMAIN PROJECT EXPENDITURE ITEMS** be increased by the amounts indicated:

92-3001-000	CONSTRUCTION	\$0.00
92-3001-100	SURVEYING/DESIGN & PERMITTING	30,000.00
92-3001-200	CONTINGENCY	0.00
TOTAL		\$30,000.00

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

71-3990-000	FUND BALANCE APPROPRIATED	\$30,000.00
TOTAL		\$30,000.00

Section 6. That the following **CAPITAL RESERVE EXPENDITURE** be increased by the amount indicated:

71-3000-000	TRANSFER TO OTHER FUND	\$30,000.00
TOTAL		\$30,000.00

Adopted this 10th day of October, 2016.

Cindy S. Perry, Mayor

ATTEST:

Alice F. Lloyd, CMC, NCCMC, Town Clerk