



BOARD OF ALDERMEN
AGENDA ITEM
08/06/25

ISSUE: Budget Amendments 2026-26.07 and 2026-26.08

PRESENTED BY: Kim Weaver, Deputy Finance Officer

DEPARTMENT(S): Fire Station #2 Fund - 50
Capital Improvement Fund - 12

Background: Fire Station #2 Fund 50 WB Brawley Change Order #7: No change to the Substantial Completion date of April 12, 2025; \$65,167.54 for roof slope modification (see PCO #20), with all Town rights reserved to pursue recovery for any underlying design errors or omissions. The \$65,157 change order is funded by a Transfer from Fund 12 Capital Improvement Fund to Fund 50 Fire Station #2.

Attachments: Budget Amendment 2026-26.07 Fund 50, Budget Amendment 2026-26.08 Fund 12 and WB Brawley Change Order #7

Recommendation: Approve Amendments as recommended

Action Needed: Yes

Suggested Motion: "I, _____, make a motion to approve Budget Amendments 2026-26.07 and 2026-26.08 as presented; to include the Change Order #7 for WB Brawley."

Funds: 50 and 12

Follow Up: Deputy Finance Officer

ORDINANCE NO. 2026 -26.07
TOWN OF NORTH TOPSAIL BEACH, NC
Ordinance Amending the Fire Station #2 Capital Project (Fund 50)

THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA DOES ORDAIN that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section I: This Ordinance is to amend the Fire Station #2 (Fund 50).

Section II: The following amounts are appropriated for the project and authorized for revenue and expenditure.

| | Project Budget | Increase (Decrease) | Amended Project |
|--|---------------------------|--------------------------------|----------------------------|
| ESTIMATED REVENUES | | | |
| 50-330-00 Loan Proceeds | 5,600,000 | - | 5,600,000 |
| 50-339-01 T/I Fund 12 Capital Improvement | 1,100,000 | 65,167 (1) | 1,165,167 |
| 50-399-02 T/I Fund 10 General Fund | 232,000 | - | 232,000 |
| Total Revenues | 6,932,000 | 65,167 | 6,997,167 |
| APPROPRIATIONS | | | |
| Capital Improvements | | | |
| 50-450-02 Construction Costs | 6,152,148 | 65,167 (1) | 6,217,315 |
| 50-450-05 Environmental Testing (ECS) | 59,823 | - | 59,823 |
| 50-440-07 Construction Administration (BM) | 420,463 | - | 420,463 |
| 50-450-11 Contingency | 65,516 | - | 65,516 |
| 50-450-13 Utilities | 2,050 | - | 2,050 |
| 50-450-74 Capital Outlay | 232,000 | - | 232,000 |
| Total Appropriations | 6,932,000 | 65,167 | 6,997,167 |

- (1) WB Brawley Change Order #7: No change to the Substantial Completion date of April 12, 2025; \$65,167.54 for roof slope modification (see PCO #20), with all Town rights reserved to pursue recovery for any underlying design errors or omissions.

Section III: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section IV: The Town Manager is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section V: Copies of the grant project ordinance shall be furnished to the Town Manager, the Finance Officer and to the Clerk to the Board.

Section VI: This capital project ordinance expires when the Fire Station is completed.

Adopted this 6th Day of August 2025.

Motion made by _____, 2nd by _____

VOTE: __ FOR __ AGAINST __ ABSENT

JOANN MCDERMON, MAYOR

KIM WEAVER, DEPUTY
FINANCE OFFICER

ORDINANCE NO. 2026-26.08
TOWN OF NORTH TOPSAIL BEACH, NC
Ordinance Amending the 2025-26 Capital Improvement Fund (12)

THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA DOES ORDAIN that the following annual budget ordinance is hereby amended:

Section I: Estimated Revenues and Appropriations. Capital Improvement Fund is hereby amended by increasing estimated revenues and appropriations in the amount indicated:

| | 2025-26 Amended Budget | Increase (Decrease) | 2025-26 Amended Budget |
|--|------------------------------|------------------------|------------------------------|
| ESTIMATED REVENUES | | | |
| 12-301-00 PROPERTY TAX (.07) | 1,157,116 | - | 1,157,116 |
| 12-301-03 ONSLOW COUNTY FIRE TAX | 486,026 | - | 486,026 |
| Total Revenues | 1,643,142 | - | 1,643,142 |
| APPROPRIATIONS | | | |
| 12-440-01 FIRE STATION #2 PRINCIPAL DEBT | 373,334 | - | 373,334 |
| 12-440-02 FIRE STATION #2 INTEREST DEBT | 198,091 | - | 198,091 |
| 12-440-03 JOENC FIRE TRUCK PRINCIPAL ONLY DEBT | 17,500 | | 17,500 |
| 12-750-03 BIKE PATH PROJECT | 100,000 | - | 100,000 |
| 12-750-04 PUBLIC WORKDS BUILDING PROJECT | 20,000 | - | 20,000 |
| 12-750-11 FUTURE CAPITAL IMPROVEMENTS | 817,101 | (65,157) | (1) 751,944 |
| 12-750-45 TAX COLLECTION FEES | 17,116 | | 17,116 |
| 12-998-02 TRANSFER OUT TO FUND 50 FIRE STATION | 100,000 | 65,157 | (1) 165,157 |
| Total Appropriations | 1,643,142 | - | 1,643,142 |

- (1) Transfer \$65,157 to Fire Station #2 for the WB Brawley Change Order #7; with all Town rights reserved to pursue recovery for any underlying design errors or omissions.

Section II: Copies of this ordinance shall be furnished to the Town Manager, the Finance Officer and to the Clerk to the Board.

Adopted this 6th Day of August 2025.

Motion made by _____, 2nd by _____

VOTE: ___ FOR ___ AGAINST ___ ABSENT

JOANN MCDERMON, MAYOR

KIM WEAVER, DEPUTY FINANCE
OFFICER