



BOARD OF ALDERMEN
AGENDA ITEM
JULY 5, 2023

ISSUE: Budget Amendment 2023-24.1

PRESENTED BY: Caitlin Elliott, Finance Officer

DEPARTMENT: Administration Department

BACKGROUND: This Budget Amendment is to reallocate monies from Contingency to the Administration Department for the purpose of adding a new position, Project Facilitator/Code Enforcement Officer. This position will report to the Town Manager.
This Amendment also includes moving the part-time Code Enforcement Officer position from the Planning Department to the Administration Department.

ATTACHMENTS: Budget Amendment 2023-24.1

RECOMMENDATION: Approve Amendment as recommended

ACTION NEEDED: Yes

SUGGESTED MOTION: *"I, _____, make a motion to approve Budget Amendment 2023-24.1 as presented."*

FUNDS: 10

FOLLOW UP: Finance Officer

TOWN OF NORTH TOPSAIL BEACH
2008 Loggerhead Court
North Topsail Beach, NC 28460

FISCAL YEAR 2023-2024

AMENDMENT TO THE BUDGET ORDINANCE

BA 2023-24.1

BE IT ORDAINED by the Governing Board for the Town of North Topsail Beach, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1: To amend the General Fund appropriations with increases as follows:

<u>DEPARTMENT NO:</u>	<u>ACCOUNT</u>		
420	SALARIES, FICA, RETIREMENT, INSURANCE	\$	122,303.00
		Total Expenditures	\$ 122,303.00

This amendment will result in an increase to the following departments:
ADMINISTRATION
 The purpose of this budget amendment is to appropriate funds for new Project Facilitator/Code Enforcement position and movement of part-time Code Enforcement Officer position.

Section 2: To amend the General Fund estimated expenditures with decreases as follows:

490	PLANNING {Salaries and FICA}	\$	23,683.00
999	CONTINGENCY	\$	98,620.00
		Total Expenditures	\$ 122,303.00

The Finance Officer has performed a thorough analysis of the Revenues and has determined that the following changes are recommended to ensure a balanced statement for Fiscal Year 2023-2024.

Section 3: Copies of the budget ordinance amendment shall be furnished to the Town Clerk, the Council, the Budget Officer, and the Finance Officer for their direction.

Adopted this 5th day of July 2023.

Motion made by _____, 2nd by _____

VOTE: FOR AGAINST ABSENT

 JOANN MCDERMON, MAYOR

 CAITLIN ELLIOTT, FINANCE OFFICER

ORIGINAL BUDGET	7/1/2023	\$	7,591,075.78	
Budget Amendment 1	7/5/2023	\$	-	Fund 10 Dept to Dept Amendment
New Budget Ordinance for FY 23-24		\$	<u>7,591,075.78</u>	