



## FINANCE

**To: Mayor and Town Council**

**From: Chris Landrum, Finance Director**

**Through: Mario Canizares, Town Manager  
Bob Scott, Deputy Town Manager**

**Re: Amending Ordinance No. 2022-54 (FY 2022-2023 Annual Budget)**

**Town Council Meeting – January 9, 2024**

**Strategic Visioning Priority: 4. Provide Excellent Municipal Services**

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**Agenda Item:**

Consider and act upon an ordinance amending Ordinance No. 2022-54 (FY 2022-2023 Annual Budget). (CL)

**Description of Agenda Item:**

The proposed ordinance is amending the following balances for the FY 2022-2023 Budget:

**General Fund**

Several Streets and Facility special projects came about that were not included in the original budget. Staff identified savings in Development Services that could be used to fund these special projects. Some of the projects include Town Hall security upgrades, sign and signal upgrades, school sign and marking upgrades and street lighting. Budgetary controls require departments in the General Fund to remain within the budget. A budget transfer is requested from Development Services to Public Works to comply with budgetary controls.

**Crime Control and Prevention District Fund**

The Crime Control and Prevention District Fund was created to support the cost of crime control and prevention and includes salaries and benefits for designated personnel. The approved policy for this fund is to maintain a maximum cash balance of \$25,000 at year-end, to expend all resources on an annual basis. This policy requires budgeted expenditures to be increased by \$65,000 from \$2,713,065 to \$2,778,065.

**Fire Control, Prevention, and Emergency Medical Services District Fund**

The Fire Control, Prevention, and Emergency Medical Services District Fund was created for fire safety and emergency medical services programs and includes salaries and benefits for designated personnel. The approved policy for this fund is to maintain a maximum cash balance of \$25,000 at year-end, to expend all resources on an annual basis. This policy requires budgeted expenditures to be increased by \$69,000 from \$2,753,479 to \$2,822,479.

### TIRZ #1 Fund

TIRZ #1 revenues are restricted and reimbursable for expenditures of TIRZ #1. All revenues received are reimbursed on an annual basis. This requires expenditures to be increased by \$318,000 from \$3,414,592 to \$3,732,592.

### TIRZ #2 Fund

TIRZ #2 revenues are restricted and reimbursable for expenditures of TIRZ #2. All revenues received are reimbursed on an annual basis. This requires expenditures to be increased by \$350 from \$41,006 to \$41,356.

### Special Revenue Fund

The Special Revenue Fund accounts for revenues that are restricted to a specific use. Escrow payments are included in this fund. The escrow agreements are reviewed as a part of the capital projects process. These funds are held as a liability until they are no longer available to be returned to the developer or are earned by the Town. This requires a revenue estimate to increase by \$845,120 from \$77,225 to \$922,345 and expenditures to increase by \$845,120 from \$135,058 to \$980,178. The proceeds will be transferred to the General Capital Projects Fund.

### Health Fund

The Health Fund accounts for contributions and expenses related to the Town's self-insurance. An actuarial study was required on three retirees for their impact on the Health Fund. This requires an increase of budgeted expenses by \$9,450 from \$4,931,365 to \$4,940,815.

These changes have been reviewed in detail and approved by the Finance Committee.

### **Budget Impact:**

Crime Control and Prevention District Fund expenditures will increase by \$65,000; Fire Control, Prevention, and Emergency Medical Services District Fund expenditures will increase by \$69,000; TIRZ #1 Fund expenditures will increase by \$318,000; TIRZ #2 Fund expenditures will increase by \$350; Special Revenue Fund revenues will increase by \$845,120 and expenditures will increase by \$845,120; Health Fund expenditures will increase by \$9,450 in FY 2022-2023.

### **Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

### **Attached Documents:**

1. Ordinance
2. Exhibit A

### **Town Staff Recommendation:**

Town Staff recommends approval of amending Ordinance No. 2022-54 (FY 2022-2023 Annual Budget) to provide funding increased expenditures in the General Fund, Crime Control and Prevention District Fund, Fire Control, Prevention, and Emergency Medical Services District Fund, TIRZ #1 Fund, TIRZ #2 Fund, Stormwater Drainage Utility Fund, Wastewater Impact Fee Fund, West Thoroughfare Impact Fee Fund, and Health Fund.

### **Proposed Motion:**

I move to approve amending Ordinance No. 2022-54 (FY 2022-2023 Annual Budget) to provide funding increased expenditures in the General Fund, Crime Control and Prevention District Fund, Fire Control, Prevention, and Emergency Medical Services District Fund, TIRZ #1 Fund, TIRZ #2 Fund, Stormwater Drainage Utility Fund, Wastewater Impact Fee Fund, West Thoroughfare Impact Fee Fund, and Health Fund.