



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Budget Ordinance Amendment #2025-12**

Board Meeting Date: **June 24, 2025**

Prepared By: **Sonia Johnson – Finance Director**

Overview: A Budget Ordinance Amendment is requested for multiple departments.

1. **Parks and Recreation:** To complete the necessary playground replacements of a section of the tube slide and zip line seat and rope in Municipal Park. The cost of the replacement tube section is \$1415.91. The cost of the replacement of the zip line seat and rope is \$2284.80. Staff is requesting a total of \$3700.71 be appropriated from fund balance to complete both replacements of playground equipment at Municipal Park.

Source of Funds: Appropriated Fund Balance

2. **Legal Department:** Request \$4,000 to be appropriated from fund balance to pay for unfunded legal fees.

Source of Funds: Appropriated Fund Balance

3. **Non-Departmental:** Occupancy tax exceeded the budgeted amount for FY 24/25 by \$3,111.90. The net proceeds of the tax collected to the authority shall be the gross proceeds of the tax less the 3% cost to the town of administering the tax.

Source of Funds: Taxes-Occupancy

Background Attachment(s): Budget Ordinance Amendment #2025-12

Recommended Action: Motion to approve Budget Ordinance Amendment #2025 -12

Action: _____

ORDINANCE AMENDING THE ANNUAL BUDGET FOR FY 24/25

BUDGET ORDINANCE AMENDMENT #2025-12

BE IT ORDAINED by the Board of Commissioners of the Town of Swansboro that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2025:

Section 1. To amend the General Fund budget, the following changes are to be made:

<u>Appropriations</u>	<u>Increase</u>
Parks & Recreation	\$3,700.71
Legal	\$4,000.00
Non-Departmental	\$3,111.90

<u>Revenues</u>	<u>Increase</u>
Appropriated Fund Balance-General Fund	\$7,700.71
Taxes-Occupancy Tax	\$3,111.90

Section 2. Copies of this budget amendment shall be furnished to the Town Clerk, the Budget Officer, and the Finance Director, to carry out their duties.

Adopted by the Board of Commissioners in regular session, June 24, 2025

William Justice, Mayor

Attest:

Alissa Fender, Town Clerk