



Memorandum

TO: Richard McNabb, Mayor
City Council Members

FROM: Crystal Postell, Finance Director

CC: Stevie L. Cox, City Manager

DATE: 04/23/2025

REF: **Budget Ordinance 25 – 04: Amendment to the Sewer Fund Annual Budget to Align Budget for Fiscal Year End**

Summary:

After review, the Finance Department would like to amend the Sewer Fund to align the annual budget for fiscal year end. There will be a transfer from the contingency expenditure line to cover the unexpected cost of sewer taps. Since the transfer will be conducted from the contingency, City Council must approve the transfer before it is conducted.

Background:

N.C.G.S 159-13(b)(3): A contingency appropriation shall not exceed five percent (5%) of the total of all other appropriations in the same fund, except there is no limit on contingency appropriations for public assistance programs required by Chapter 108A. Each expenditure to be charged against a contingency appropriation shall be authorized by resolution of the governing board, which resolution shall be deemed an amendment to the budget ordinance setting up an appropriation for the object of expenditure authorized. The governing board may authorize the budget officer to authorize expenditures from contingency appropriations subject to such limitations and procedures as it may prescribe. Any such expenditures shall be reported to the board at its next regular meeting and recorded in the minutes.

Recommendation:

Staff recommends that City Council approves and adopts the Budget Ordinance 25 – 04 to align the Sewer Fund annual budget for fiscal year end.

Attachments

Budget Ordinance 25 – 04

