



MEMORANDUM

To: Mayor and Members of the City Council

From: Ralph Clark, Interim Finance Director
Kellen Long, Director of Community Development

Date: March 11, 2022

Ref: Consideration – Approval of Amendment to increase Operations Costs

BACKGROUND:

Occasionally, budget amendments are needed after the initial budget is adopted by the City Council in June for the following fiscal year. These amendments are necessary for a variety of reasons – to carry forward projects that were approved in the prior year, but were not completed before June 30th; to reflect contracts that were approved in the current year, but were not foreseen and previously budgeted; and for increases not estimated in the budget.

ANALYSIS:

Staff recently discovered operations costs that were short for the Code Enforcement Department. The expenditures are an integral part of daily operations and will be needed to provide continue services to our citizens and within the organization. As a result, the overall increase will be \$20,000 for expenditures in the fund balance.

STAFF RECOMMENDATION:

By motion, approve the attached General Fund budget amendment to modify the original Budget Ordinance as approved by City Council on June 30, 2021.



BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2022:

Section I: That the General Fund Code Enforcement Lot clearing (10-4800-4601) will be increased by \$20,000.

That the General Fund – Sale of Foreclosure Items (10-3250-2000) will be increased by \$20,000.

(To increase budgeted General Fund revenue to continue service to clean up areas of Elizabeth City)

ADOPTED, this 14th day of March, 2022.

Bettie J. Parker
Mayor

Attest:

April Onley, NCCMC
City Clerk