



MEMORANDUM

To: Mayor and Members of the City Council
From: Richard Hicks, Interim City Manager
Date: April 21, 2022
Subj: General Fund Budget Amendments

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:

During their review of the City's nine month financials, the Local Government Commission staff identified several departments in the General Fund that were over budget, or a majority of the budget had been prematurely spent. Staff has also completed a review of these budgets and concur with their findings and are recommending the following budget amendments to bring the departments back within an appropriated budget.

STAFF RECOMMENDATION:

By motion, approve the attached General Fund budget amendments 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 amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2021:

Section 1. That the General Fund Finance – Contracted Services (10-4400-4500) be Increased by \$175,000.

That the General Fund Tax Collection – Contracted Services (10-4600-4500) be increased by \$35,000.

That the General Fund Legal – Miscellaneous Legal Work (10-4700-0401) be increased by \$30,000.

That the General Fund Public Utilities Fleet Maintenance – Purchase for Resale (10-5550-4850) be increased by \$55,000.

That the General Fund Public Utilities Streets – Salaries and Wages – Regular (10-5600-0200) be increased by \$73,000.

That the General Fund Public Utilities Powell Bill – Capital Outlay Improvements (10-5700-7300) be increased by \$565,000.

That the General Fund Parks & Recreation Senior Center – Salaries & Wages Part Time (10-6300-0300) be increased by \$85,000.

That the General Fund Non Departmental – Downtown Corporation (10-6610-4585) be increased by \$1,200.

That the General Fund Non Departmental – Albemarle Area United Way (10-6620-5893) be increased by \$102,000.

That the General Fund Elizabeth City Downtown – Salaries & Wages Regular be increased by \$11,500.

That the General Fund Revenue Account – Fund Balance Appropriated (10-3990-0000) be increased by \$1,132,700.

(These amendments will correct the over-expended Departmental Budgets for FY 21-22.)

ADOPTED, this 25th day of April, 2022.

Bettie J. Parker, Mayor

Attest:

April Onley, NCCMC
City Clerk