



Town of Woodfin

90 Elk Mountain Road
Woodfin, NC 28804
PH: (828) 253-4887
FX: (828) 253-4700

**AMENDMENT TO THE GENERAL FUND FY2021-2022
BUDGET ORDINANCE**

Date: Tuesday, August 17, 2021

Be it ordained by the Governing Board fo the Town of Woodfin that the following amendment(s) be made to the budget ordinance for the ficscal year ending June 30, 2022.

Section 1: To amend the General Fund, the appropriations are to be changed as follows:

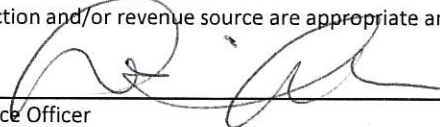
Account	Department	Object	Description	Decrease	Increase
Revenue					
390000			Transfer from ARP Special Revenue Fund		\$ (28,014.00)
Expenditures					
420000	Parks	100	Project and Facilities Manager Salary		\$ 73,220.00
420000	Parks	220	Project and Facilities Manager FICA		\$ 5,601.33
420000	Parks	230	Project and Facilities Manager Group Health		\$ 6,218.23
420000	Parks	240	Project and Facilities Manager Retirement		\$ 8,310.47
420000	Parks	260	Project and Facilities Manager 401K		\$ 2,928.80
620000	Parks	250	Project and Facilities Manager Workers Com		\$ 2,028.19
42000	Admin	305	Professional Services	\$ 70,293.02	
Net Increase in Expenditures					\$ 28,014.00

This will result in a net increase of \$ 28,014.00 in the appropriations of the General Fund.

The purposes of the budget amendment are to:

- To budget for Salary and associated benefits to fund costs related to the addition of a Project and Facilities Manager position.
- \$28,014 Increase in refenue reflecting a transfer in from the ARP Special Revenue Fund for reimbursment of a portion of the Project Manager's salary and benefits.

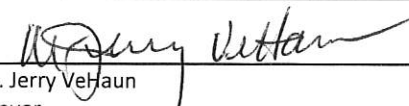
The budget officer has reviewed the accounting records for this budget amendment and certifies that the expenditure reduction and/or revenue source are appropriate and available.


Finance Officer

8-17-21
Date

Section: 3 Copies of this amendment shall be furnished to the Clerk of the Governing Board, to the Budget/Finance Officer, and the Accountant for their direction.

Ayes: 5 Nays: 0 Abstains: 0

Adopted: _____

M. Jerry VeHaun
Mayor

_____ 
Ryan Vinson
Town Clerk



STAFF REPORT

Agenda Title: General Fund Budget Amendment for Fiscal Year 2022

Presenter: Sheri Powers

Meeting Date: August 17, 2021

Summary:

This General Fund Budget Amendment for fiscal year 2021 – 2022 is to add funding for the Project and Facilities Manager position approved at the July 20, 2021 Board meeting. The total estimated cost for salary and benefits for the position is \$98,307.02 for the remainder of this fiscal year. Management recommends reducing the current budget for professional services in the Administration Department by \$70,293.02, with the remaining \$28,014 from the ARP grant funds, with no new general fund dollars required.

Process and Timeline:

The Project and Facilities Manager position was posted on the town's website, as well as LinkedIn and the NCLM job board. The Town has received applications from a number of qualified candidates. The Town Administrator is reviewing the applications and working to schedule interviews with the most qualified applicants.

Budget Impact:

No new General Fund dollars will be requested this fiscal year to fund the position. Staff is recommending funding the position from a reduction in the Administration Department's budget and ARP grant funds. The overall General Fund budget will, however, increase by the \$28,014 transfer in from the ARP Special Revenue Fund.

Recommendation/Next Steps:

Staff recommends approval of the Budget Ordinance.