

**Attachment A**

**A RESOLUTION INSTRUCTING THE TOWN MANAGER TO PREPARE A FINAL  
DRAFT OF THE BUDGET ORDINANCE  
Resolution No. 174/2003-04**

**BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF  
CARRBORO:**

Section 1. That the following changes be made to the recommended budget:

- A.
- B.
- C.

Section2. That the Board of Aldermen approves of the revised format of the budget ordinance and directs the Town Manager to present the final budget ordinance in this format.

Section 3. This resolution shall become effective upon adoption.

**DRAFT ONLY**  
**ANNUAL BUDGET ORDINANCE**  
**Town of Carrboro, North Carolina**  
**FY 2004-05**

WHEREAS, the recommended budget for FY 2004-05 was submitted to the Board of Aldermen on May 4, 2004 by the Town Manager and filed with the Town Clerk on that date pursuant to G.S. 159-11;

WHEREAS, on May 25 2004, the Board of Aldermen held a public hearing on the budget pursuant to G.S. 159-12;

WHEREAS, on June 15, 2004, the Board of Aldermen adopted a budget ordinance making appropriations and levying taxes in such sums as the Board of Aldermen considers sufficient and proper in accordance with G.S. 159-13;

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO, NORTH CAROLINA:

**Section 1.** The following amounts are hereby appropriated for the operation of the Town of Carrboro and its activities for the fiscal year beginning July 1, 2004 and ending June 30, 2005, according to the following schedules.

**SCHEDULE A - GENERAL FUND**

Mayor & Board of Aldermen .....	\$
Advisory Boards .....	\$
Governance Support .....	\$
Town Manager .....	\$
Economic & Community Development .....	\$
Town Clerk .....	\$
Management Services .....	\$
Personnel .....	\$
Police .....	\$
Fire .....	\$
Planning .....	\$
Transportation .....	\$
Public Works .....	\$
Parks & Recreation .....	\$
Nondepartmental .....	\$
Debt Service .....	\$
<b>TOTAL GENERAL FUND .....</b>	<b>\$</b>

**SCHEDULE B – SPECIAL REVENUE FUNDS****Capital Reserve Fund**

Transfer to General Fund .....\$

**Section 2.** It is estimated that revenues from the following major sources will be available during the fiscal year beginning July 1, 2004 and ending June 30, 2005 to meet the foregoing schedules:

**SCHEDULE A - GENERAL FUND**

Ad Valorem Taxes .....\$  
 Local Sales Taxes .....\$  
 Other Taxes/Licenses.....\$  
 Unrestricted Intergovernmental Revenue .....\$  
 Restricted Intergovernmental Revenue.....\$  
 Fees and Permits .....\$  
 Sales & Services .....\$  
 Other Revenues.....\$  
 Other Financing Sources.....\$  
 Fund Balance Appropriated .....\$  
**TOTAL GENERAL FUND .....\$**

**SCHEDULE B – SPECIAL REVENUE FUNDS****Capital Reserve Fund**

Fund Balance Appropriated .....\$

**Section 3.** Pursuant to GS 159-13.2 (a), the Board of Aldermen may authorize and budget for capital projects and multi-year special revenue funds in its annual budget ordinance. The project ordinance authorizes all appropriations necessary for the completion of the projects.

**Special Revenue Fund- REVOLVING LOAN FUND**

<b>Project</b>	<b>YTD Project Authorization</b>	<b>Changes</b>	<b>Adopted Budget Project Authorization</b>
<b>Expenditures</b>			
Reserves	\$	\$	\$
Company A Loan	\$	\$	\$
Company B Loan	\$	\$	\$

**Section 4.** Charges for services and fees by Town Departments are levied in the amounts set forth in the Miscellaneous Fees and Charges Schedule. (See Attachment)

**Section 5.** The following authorities shall apply to transfers and adjustments within the budget:

- ➡ a. The Town Manager can transfer between functions within the General Fund for pay plan adjustments, service level benefits, and health benefits without further action by the Board.
- ➡ b. All operating funds encumbered or designated within fund balance for project expenditures as confirmed in the annual June 30<sup>th</sup>, 2004 audit of the previous year shall be re-appropriated to the Fiscal Year 2004-2005 without further action by the Board.
- c. The Finance Officer may approve intradepartmental transfer requests between appropriation units and between programs (formally called “organizational units”) within the departmental budget.
- d. Transfers between funds and transfers from the contingency account may be executed **only** by the Board of Aldermen. The Carrboro Board of Aldermen will appropriate funds from the Contingency account exclusively for government operations.
- ➡ e. Capital project ordinances are approved at the project level. The Town Manager may approve transfers between line items within a capital project up to \$10,000 annually.

**Section 6.** There is hereby levied the following rates of tax on each one hundred (\$100) valuation of taxable property as listed for taxes as of January 1, 2004 for the purpose of raising the revenue constituting the general property taxes as set forth in the foregoing estimates of revenue and in order to finance the foregoing appropriations.

General Fund .....\$xxxx

**Section 7.** In accordance with G.S. 159-13, a copy of this ordinance shall be filed with the Town Manager, the Finance Officer, and the Town Clerk.