

Town of Windsor

Memorandum

May 14, 2024

TO: The Honorable Mayor and Town Council
FROM: William G. Saunders, IV, Town Manager WGS IV
SUBJECT: Budget Amendment – ARPA Funds Reallocation

Background

Amendment of the funding source of several line items in the FY24 budget.

Specifics

With the December 31, 2024, deadline for the obligation of American Rescue Plan Act (ARPA) funds looming and the direction of the FY25 draft Budget and Capital Improvement Plans (CIP) shifting away from ARPA fund usage, the amendment of the funding source for several line items in the FY24 budget is recommended.

The proposed amendment is to change the funding source of the following line items in the FY24 budget from current revenue to ARPA funds:

Payroll – All departments
Stipends – Town Council and Planning Commission
Refuse Collection
Building Repairs and Maintenance – Public Works Department
Contributions – Western Tidewater Free Clinic, Windsor Library, and Triad

This budget amendment will encompass approximately \$813,500 and will pay down the ARPA funds to the \$75,000 that is shown as carrying forward in the draft FY25 CIP of the Water Fund.

Benefits of this action include the removal of the deadline for the obligation of the funds, and the elimination of a higher cost audit for FY25.

Recommendation

Approval

Enclosures

None