

Town of Windsor

Memorandum

June 17, 2024

TO: The Honorable Mayor and Town Council

FROM: William G. Saunders, IV, Town Manager W.G.S.T.V.

SUBJECT: Budget Amendment – FY25 Planning and Community Development

Background

The Town Council adopted a balanced budget for FY25 on June 11, 2024.

Specifics

It has since been determined that \$2,200 intended for expenditures in the Planning and Community Development department's FY25 budget was not picked up by a formula in the spreadsheet.

While the budget that was adopted was properly advertised and balanced as approved, one line item was effectively left unfunded.

In this regard, I am enclosing a resolution for your consideration to transfer \$2,200 from the Contingency expenditure line item of the General Fund to the Planning and Community Development – Compensation – Planning Commission line item of the General Fund.

Adoption of the attached resolution is recommended.

Enclosures

Resolution

Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution to Amend the Town of Windsor FY25 Budget by the Transfer of \$2,200 of Funding from the Contingency Expenditure Line Item of the General Fund to the Planning and Community Development – Compensation – Planning Commission Line Item of the General Fund.

RESOLUTION

A Resolution to Amend the Town of Windsor FY25 Budget by the Transfer of \$2,200 of Funding from the Contingency Expenditure Line Item of the General Fund to the Planning and Community Development – Compensation – Planning Commission Line Item of the General Fund.

BE IT RESOLVED by the Council of the Town of Windsor Virginia as follows:

Section 1. That the Town of Windsor hereby transfers funds from the Contingency Expense Line Item of the General Fund of the FY25 Budget in the amount of \$2,200.

Section 2. That the sum of \$2,200 from Contingency is hereby appropriated into the Planning and Community Development – Compensation – Planning Commission line item of the General Fund of the FY25 Budget.

Section 3. This resolution shall be in effect on and after its adoption.

Adopted: June 17, 2024

ATTEST:

Town Clerk