

TOWN OF FLETCHER

PRESTON BLAKELY
MAYOR

MARK E. BIBERDORF
TOWN MANAGER



COUNCIL MEMBERS:
JIM PLAYER
TREVOR C. LANCE
KEITH REED
AMBER MCKINNEY

Town Council Special Call Meeting June 30, 2025 at 9:00 AM

Call the meeting to order at: 9:00 AM

Discussion Items

- 1) Budget Amendment #5 for FY 24/25
- 2) Budget Amendment #6 for FY 24/25
- 3) Assigned for Future Park Development (Fund Balance Designation)

Adjourn

"This Institution is an equal opportunity provider."

MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Budget Amendment #5 for FY 24/25

Background:

Recommendation:

Attachments:

1. Amendment 5- Sales and Use Tax_ SC 6-30-25

BUDGET AMENDMENT 5
Original Ordinance # 0-24-06
Amended June 30, 2025
0-25-05
REQUEST FOR BOARD ACTION
TOWN OF FLETCHER

MEETING DATE: June 30, 2025

SUBJECT: Budget Amendment 5

ATTACHMENTS: YES

SUMMARY OF REQUEST:

Per recent guidance issued by the UNC School of Government in late May, the Town is now required to budget both the local sales and use tax expense and the corresponding revenue (reimbursement).

While the Town has historically recorded these transactions through the receivable account in accordance with GAAP, this new approach is necessary to ensure compliance with statutory requirements outlined in the Local Government Budget and Fiscal Control Act.

Our auditors have reviewed this change and are in agreement with our plan to include both the expense and associated revenue in the Town's annual budget.

TOWN MANAGER'S RECOMMENDATION:

It would be appropriate for the Board to approve the attached budget amendment to account for budgeting the sales and use tax expense and revenue.

BUDGET AMENDMENT # 5
FY 24/25 BUDGET ORDINANCE
Effective June 30, 2025

	Account #	Debit	Credit
General Fund			
Revenues			
Sales and Use Tax Revenue	10-3350-0025		55,000.00
Expenditures			
Sales and Use Tax Expense	10-4200-9325	55,000.00	

Approved this the 30th day of June 2025.

Mayor Preston Blakely

ATTEST:

Christine Thompson MMC NCCMC
Town Clerk

MEMORANDUM



TO:

FROM:

COPY TO:

DATE:

SUBJECT: Budget Amendment #6 for FY 24/25

Background:

Recommendation:

Attachments:

1. Amendment 6- Transfer SC 6-30-25

BUDGET AMENDMENT 6
Original Ordinance # 0-24-06
Amended on June 30, 2025
Ordinance # 0-25-06
REQUEST FOR BOARD ACTION
TOWN OF FLETCHER

MEETING DATE: June 30, 2025

SUBJECT: Budget Amendment 6

ATTACHMENTS: YES

SUMMARY OF REQUEST:

In December, the Town established a grant project fund to account for the 2024 Hurricane Helene Disaster Response, supporting repairs at Bill Moore Community Park.

This budget amendment includes the following actions:

- A transfer of funds from the General Fund to the grant project fund to cover initial project expenses.
- An increase to the Community Park Development revenue line item to recognize donations specifically given for park repairs. These donations offset the amount of fund balance that would otherwise need to be appropriated for the project.
- Ensures enough funds to maintain a balanced grant project fund while the Town awaits FEMA reimbursement.

This amendment ensures that all funding sources are properly accounted for and that the Town's fund balance is used efficiently in support of disaster recovery efforts—while also recognizing the generosity and support of the community through targeted donations.

TOWN MANAGER'S RECOMMENDATION:

It would be appropriate for the Board to approve the attached budget amendment to transfer funds from General Fund to this grant project fund.

BUDGET AMENDMENT # 6
FY 24/25 BUDGET ORDINANCE
Effective June 30, 2025

Account #		Debit	Credit
General Fund			
Revenues			
Community Park Development Fund	10-3350-0085		105,250.00
Fund Balance Appropriated	10-3990-0000		499,750.00
Expenditures			
Transfer to Grant Project- Fund 40	10-9820-0040	605,000.00	

Approved this the 30th day of June 2025

Mayor Preston Blakely

ATTEST:

Christine Thompson MMC, NCCMC
Town Clerk

MEMORANDUM

TO:

FROM:

COPY TO:

DATE:

SUBJECT: Assigned for Future Park Development (Fund Balance Designation)



Background:

Recommendation:

Attachments:

1. Assigned for Future Park Development Fund Balance SC 6-30-25

Assigned for Future Park Development Fund Balance

Amount per the financial statements ending FY 24	\$30,264.00
Amount spent from FY 25	(0.00)
Amount to be reserved from FY 25	\$ 604.00
Golf Tournament (<i>proceeds less expenses</i>)	\$304.00
Donations made to Park Development	\$300.00

Amount to be assigned for Future Park Development for FY 25 \$ 30,868.00

**Assigned Fund Balance is a portion of fund balance that the Town of Fletcher intends to use for specific purposes.*