



# Gaston County

Gaston County  
Board of Commissioners  
www.gastongov.com

## County Manager

## Board Action

File #: 25-293

Commissioner Brown - County Manager - To Appropriate Restricted Building Inspections Fund Balance to Fund 1<sup>st</sup> Floor Building Inspections Renovation and County Manager's Office Restroom Installation **(\$35,000.00)**

### STAFF CONTACT

Brian Sciba - County Manager's Office - 704-866-3970

### BUDGET IMPACT

General Fund: Appropriate \$29,000 in restricted fund balance. Reduce furniture and equipment expenditures by \$6,000. Increase transfers out by \$35,000.

Community Investment Fund: Increase revenue (transfers in) by \$35,000. Increase expenditures (transfers out) by \$35,000.00.

Capital Fund: Increase revenue (transfers in) by \$35,000. Increase County Manager's Office professional services by \$6,000 (for restroom renovation), and increase Building and Development Services professional services by \$29,000 (for first floor renovation).

This Board Action approves the renovation of the first floor Building Inspections office area and installation of restrooms in County Manager's Office suite.

### BACKGROUND

State law requires that local governments specifically track building inspection fee revenue and the expending of that revenue. G.S. 160A-414 restricts the expenditure of building inspection fees to those incurred "for support of the administration and activities of the inspection department and for no other purpose". Building inspection revenue and expenditures are accounted for in the General Fund, but any fund balance resulting from excess revenue over expenditures is reported separately. As of June 30, 2024, restricted fund balance for building inspections totaled \$11.5 million.

(Continued on Page 2)

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	JBailey	CBrown	CCloninger	AFraley	BHovis	TKeigher	SShehan	Vote
2025-149	05/27/2025	TK	JB	A	A	A	A	A	A	A	U

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Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

Commissioner Brown - County Manager - To Appropriate Restricted Building Inspections Fund Balance to Fund 1st Floor Building Inspections Renovation and County Manager's Office Restroom Installation (\$35,000.00)

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This Board Action and BCR appropriates \$29,000 of restricted fund balance for the following expenditures to support the County's Building & Development Services department:

- \$29,000 - Building Inspections Renovation

If approved, this board action also transfers budgeted furniture and equipment funds to capital for bathroom renovation. Transferring funds for architectural services is necessary to better optimize the workspace and enhance operational efficiency for both the Building and Development Services Department and the Managers Suite, ensuring a more functional and collaborative environment.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

<b>GASTON COUNTY</b> <b>BUDGET CHANGE REQUEST (BCR)</b>					
<b>TO:</b>	Matthew Rhoten, County Manager				
<b>FROM:</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; padding: 5px;">BDS</td> <td style="padding: 5px;">Building &amp; Development Services</td> </tr> <tr> <td style="padding: 5px;">Dept. Code</td> <td style="padding: 5px;">Department Name</td> </tr> </table>	BDS	Building & Development Services	Dept. Code	Department Name
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	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; padding: 5px;">Mike Roper</td> <td style="padding: 5px;">5/9/25</td> </tr> <tr> <td style="padding: 5px;">Department Director</td> <td style="padding: 5px;">Date</td> </tr> </table>	Mike Roper	5/9/25	Department Director	Date
Mike Roper	5/9/25				
Department Director	Date				

Matthew Rhoten, County Manager

Department Name

Date \_\_\_\_\_

\*Requires resolution by the Board of Commissioners

\*\* Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets. Please note that transfers between funds require inter-fund transfer accounts.

Building Inspection fund balance needed to pay invoice on Morris Berg Architects 2025-078. Also transferring budgeted furniture and equipment funds to capital for bathroom renovation. Transferring funds for architectural services is necessary to better optimize the workspace and enhance operational efficiency for both the Building and Development Services Department and the Managers Suite, ensuring a more functional and collaborative environment.