

September 28, 2009

TO: City Council
Through City Manager

FROM: Finance Director

SUBJECT: Ordinance Making Additional Appropriations and Transfers for FY 2010

Attached is an appropriation for City Council's consideration for FY 2010 transfers and additional revenues for various departments.

- The Library received donations in fiscal year 2009 which were not spent by year end. This ordinance reappropriates \$13,861 in carryover donations to the library.
- The City received a \$20,000 grant for the 2007 Citizen Corp Program in fiscal year 2009. This appropriates the remaining grant revenue of \$16,523 to be spent on the program in fiscal year 2010.
- The Fire Department had carryover funds from the 4 for life program and fire fund program from the state that was unspent by year end. The carryover amounts for those funds were \$12,774 and \$56,897 respectively.
- The Police Department had carryover funds in asset forfeiture of \$89,261 and additional revenue of \$15,530 for drug seizures that have taken place since year end. The immediate use of these funds will be to purchase surveillance equipment. Future use of the funds will be spent in the Police Department in accordance with the asset forfeiture guidelines which require the funds to be used to enhance law enforcement capabilities of the Police Department and include a provision for supplanting.
- Additional funds of \$317 were received for the purchase of equipment in the Police Department. This appropriates funds for the replacement of that equipment.
- Additional unbudgeted revenue of \$370 was received for commission from vending machines. These funds will be used to off set expenditures in the City Manager's budget for employee recognition.
- During the budget process, the facilities portion of the budget was appropriated into the Facilities and Grounds Department. Since that time the function of the department has

changed and the facilities portion has been delegated to Inspections. This transfers funds from the Facilities and Grounds Department, related to facilities only, into Inspections.

- Additional funds are necessary to inform the public on the revenue recovery billings. Approximately \$4,000 is needed to mail two informational brochures and for printing of additional material that is necessary for the success of the program. These funds are being transferred out of the contingency fund.
- An unbudgeted survey was needed during the fiscal year to properly determine boundary lines. This survey was completed at a cost of \$740. These funds are being transferred out of the contingency fund.
- Additional costs of \$1,200 are necessary for the traffic control upgrade at Messick Point. These costs include signage, posts and painting. These funds are being transferred out of the contingency fund.
- The Inspections Department is at the final stages of computerizing the permits system. A proposal has been received for \$1,800 to fully integrate a system that allows for data entry and report information to be computerized. This will allow for an increase in the efficiency effectiveness of the Inspection Department. These funds are also being transferred out of the contingency fund.

The beginning balance in the contingency fund is \$41,759 and should Council approve this appropriation Ordinance, without modification, it will be \$30,019.

ORDINANCE NO. _____

**AN ORDINANCE MAKING ADDITIONAL APPROPRIATIONS
AND TRANSFERS FOR FISCAL YEAR 2009-2010**

WHEREAS, the City has received additional revenue from various sources, and

WHEREAS, the City has additional needs to be appropriated.

NOW, THEREFORE, BE IT ORDAINED, by the Council of the City of Poquoson, Virginia:

Section 1: That an additional \$205,533 in revenues and \$168,030 in transfers in the General Fund be and the same hereby are appropriated within the Fiscal Year 2009-2010 Budget as follows:

GENERAL FUND

Revenues and Transfers:

Sale of Equipment	\$317
Miscellaneous Revenue	370
State Categorical Aid – State Drug Seizure	15,530
Federal Revenue – 2007 Citizen Corp Grant	16,523
Unappropriated Fund Balance	<u>172,793</u>

TOTAL **\$205,533**

Expenditures:

City Manager	\$370
Police Department	121,631
Fire Department	69,671
Library Contributions	<u>13,861</u>

TOTAL **\$205,533**

Transfers To:

Fire Department	\$4,000
Inspections	162,090
Engineering	740
Parks and Recreation	<u>1,200</u>

TOTAL **\$168,030**

Transfers From:

Facilities and Grounds	\$160,290
Non-Departmental-Contingencies	<u>7,740</u>

TOTAL **\$168,030**

Section 2: That the second reading of this ordinance is hereby dispensed with and the provisions contained herein shall become effective immediately upon adoption.

ADOPTED: _____

TESTE: _____

City Clerk