



# CITY OF POQUOSON

FINANCE DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996

December 9, 2019

**TO:** City Council

**THROUGH:** Randy Wheeler, City Manager

**FROM:** Tonya O'Connell, Finance Director

**SUBJECT:** Ordinance Making Additional Transfers for AV Room Modernization for Fiscal Year 2020 in the Capital Project Fund

Attached is an appropriation for City Council's consideration for Fiscal Year 2020 in Capital Project Fund for the AV Room modernization. On July 22, 2019, City Council through Ordinance No. 1624 approved the appropriations for the modernization of the AV Room of \$43,366. A quote was received by the Technology Department of the School Division for \$58,822. We have identified two sources of funds to be utilized to fund the additional \$15,456 needed for the project. The sources of funds are the residual funds left at the completion of the City Hall HVAC upgrades and the purchase of a Dump Truck and Debris Truck for Public Works.

The AV Room modernization addresses three areas within the room:

- 1) The video systems will be upgraded from Standard Definition (less than 480i) to Full High Definition (1080p). All cameras, the projector and internal recordings will be in High Definition. A new High Definition DVR will be added for onsite recording and a new High Definition streaming appliance will be installed for live YouTube streams.
- 2) The aging control & monitoring systems will be updated as well. For monitoring video single large UHD (4k) display will be added to display video from multiple sources at once. A level of control will be provided over what and how it's displayed to best meet the needs of both the City and School. Two new touch screens will be added. The first touch screen will display all video inputs simultaneously and allow operators to easily switch between them. The second touch screen will provide audio, recording and other peripherals device controls.
- 3) New audio digital signal processors (DSP) will be installed to replace the current units. The new DSPs will provide phone system integration to facilitate remote meeting participation.

And finally a digital signage appliance will added to replace the current PC running power point. The signage player is remotely managed and can handle video playback at scheduled times. This will greatly improve the re-broadcast of meetings as an operator will not need to be onsite to start the playback of a disc. After conclusion of this project, we will turn our attention to the second

part of the larger project which will be improvements to our television channel offerings/operating system.

The modernization is projected to start on December 18, 2019 and be completed prior to the first meeting for City Council in January of 2020.

**ORDINANCE NO. \_\_\_\_\_**

**ORDINANCE MAKING ADDITIONAL TRANSFERS FOR AV ROOM  
MODERNIZATION FOR FISCAL YEAR 2020 IN THE CAPITAL PROJECT FUND**

**WHEREAS**, the City has appropriated funds through the Capital Project Fund for City Hall HVAC upgrades and purchase of two replacement equipment for Public Works through bond borrowing and interest earned on bonds, and

**WHEREAS**, the City will have funds remaining and available after the completion of the City Hall HVAC upgrades and purchase of a Dump Truck and Debris Truck for Public Works, and

**WHEREAS**, the City needs additional funding for the AV Room modernization of \$15,456,

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

**Section 1:** That \$15,456 from approved City projects in the Capital Project Fund be and the same hereby are transferred within the Fiscal Year 2020 Budget as follows:

**CAPITAL PROJECT FUND**

**Increase Expenditures:**

AV Room Modernization	\$15,456
	<u>\$15,456</u>

**Decrease Expenditures:**

City Hall HVAC	(\$7,226)
High School HVAC Replacement	<u>(8,230)</u>
	(\$15,456)

<b>TOTAL EXPENDITURES</b>	<b><u>\$-0-</u></b>
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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**