



CITY OF POQUOSON

FINANCE DEPARTMENT

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996

November 14, 2016

TO: City Council

THROUGH: Randy Wheeler, City Manager

FROM: Theresa Owens, Finance Director

SUBJECT: Ordinance Making Additional Appropriations and Transfers for FY 2017

Attached is an appropriation for City Council's consideration for FY 2017 transfers and additional revenues for various departments and funds.

- The Library received donations in fiscal year 2016 which were not spent by year end. In the current fiscal year, the Library has received \$1,061 in additional donations. This ordinance re-appropriates \$9,383 in carryover donations to the Library and \$1,061 in additional donations received.
- The Fire Department had carryover funds from the 4 for Life Program and Fire Fund program from the state that was unspent by the end of FY 2016. The carryover amounts for those funds were \$13,291 and \$144,875 respectively. This ordinance appropriates the carryover funds for FY 2017 to be used in accordance with the program requirements for 4 for Life and Fire Fund Program.
- The Police Department had carryover state and federal asset forfeiture funds of \$8,047 and \$58,717 respectively. 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.
- The City received from the Department of Environmental Quality \$6,192 for the Litter Control Grant for FY 2017. This ordinance appropriates the grant revenue to be used in accordance with the program.
- The Police Department received a DMV Alcohol Safety and a DMV Speed Safety grants in Fiscal Year 2016. The grant period runs from October 1, 2015 to September 30, 2016 for both grants and all grant funds had not been expended prior to year end. This ordinance appropriates the remaining grant funds of \$7,634 and \$5,572 respectively to be used in Fiscal Year 2017 for grant purposes.
- The City received an Emergency Management Performance Grant from the Virginia Department of Emergency Management for assisting the City in preparing for all hazard as

authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*. This ordinance appropriates the award of \$7,500 to be used in accordance with the guidelines.

- Attached is a letter from the School Superintendent requesting the re-appropriation of the \$27,124 of the local operating funds that were not expended in FY 2016. The funds will be used for the matching requirements the State School Security Grant awarded to the School as well as a match for the State Technology Grant and for technology that was not funded by the state grant.
- The Police Department has received a donation \$100 for crime prevention. This ordinance appropriates the donation in the police department budget for that purpose.
- The City received a grant from the US Department of Homeland Security through the Virginia Department of Emergency Management for Tactical EMS Training. This ordinance appropriates \$27,070 to be used in accordance with the grant.
- Recyclable scrap metal was sold for \$5,594. This ordinance appropriates the proceeds of the sale to the Public Works Department to be used for special projects in the department.
- Various pieces of equipment and vehicles were sold at auction for \$6,786. The City's general fleet and inspection vehicles are aging. This ordinance appropriates the proceeds from the auction as well as \$13,000 from fund balance for the replacement of at least one vehicle in general fleet and/or inspections.
- The Capital Projects Fund has one year three project for street drainage that was not spent in FY 2016. This ordinance appropriates \$72,084 in state highway funds budgeted in previous years to the current year to be used for drainage projects.
- In FY 2016, the City was awarded the Stormwater Local Assistance Fund Grant. The project was not completed until FY 2017. This ordinance appropriates in the Capital Projects Fund \$50,301 in grant funding for the completion of the project.
- The City received a grant from the Office of Emergency Medical Services, for the purchase of 2 Lifepack units to replace outdated equipment. The ordinance appropriates in the Capital Projects Fund \$33,251 for this purchase.
- The City received a grant from the Virginia Port Authority for dock and slip upgrades at Messick Point. This ordinance appropriates \$51,000 in grant funding in the Capital Projects Fund for the improvements.

ORDINANCE NO. _____

AN ORDINANCE MAKING ADDITIONAL APPROPRIATIONS
AND TRANSFERS FOR FISCAL YEAR 2016-2017

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 \$341,945 in revenues in the General Fund and \$206,636 in the Capital Projects Fund be and the same hereby are appropriated within the Fiscal Year 2016-2017 Budget as follows:

GENERAL FUND

Revenues and Transfers:

State Categorical Aid – Litter Control Grant	\$6,192
Federal Revenue –DMV Selective Enforcement	13,206
Federal Revenue-Emergency Management Grant	34,570
Donations-Police	100
Donations-Library	1,061
Miscellaneous Income	5,594
Sale of Equipment	6,786
Restricted Fund Balance	234,312
Unassigned Fund Balance	<u>40,124</u>
TOTAL	<u>\$341,945</u>

Expenditures:

Police Department	\$80,069
Fire Department	192,736
Public Works	5,594
Library Donations	10,444
Community Development	6,192
Facilities & Grounds	19,786
Transfer to Schools	<u>27,124</u>
TOTAL	<u>\$341,945</u>

CAPITAL PROJECTS FUND

Revenues:

State Grant-SLAF	\$50,301
State Grant-OMES	33,251
State Grant-VPA	51,000
Un-appropriated Fund Balance	<u>72,084</u>

TOTAL **\$206,636**

Expenditures:

Messick Point-Dock Improvements	\$51,000
Drainage	72,084
Lifepak	33,251
TMDL	<u>50,301</u>

TOTAL **\$206,636**

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