

# Issue Analysis Form



**Date:** December 14, 2021  
**Item:** School Carry Forward  
 Appropriation (FY21 to FY22)  
**Lead Department(s):** County & School Finance  
**Contact Person(s):** Betsy Drewry

## Description and Current Status

On December 6, 2021, the Prince George County School Superintendent provided a request for carry-forward of unexpended FY2021 school operating funds and an appropriation increase of **\$793,946.24**. This amount represents the reduction in local school transfer for actual school revenues over actual school expenditures (\$1,548,313.56), *less amount already re-appropriated for purchase orders (\$354,367.32), and less \$400,000 that will be retained in Fund Balance to restore a portion of the \$776,308.85 appropriated from Fund Balance to the new Elementary School Project on November 9, 2021.* The request is shown as **Attachment A**. This appropriation would come from fund balance.

The requested appropriation increases are amounts above those included in the adopted FY2022 budget. The total request of \$793,946.24 **does not require a public hearing** because the amount is less than 1% of the adopted FY2022 budget (Adopted FY2022 budget = \$134,390,462; 1% = \$1,343,905). The Code of Virginia §15.2-2507 requires a public hearing for budget amendments exceeding 1% of the adopted fiscal plan.

The School textbook and Food Service funds carry forward automatically.

COUNTY OF PRINCE GEORGE, VIRGINIA

Exhibit 40

Schedule of Revenues, Expenditures, and Changes in Fund Balances - Budget and Actual  
 Discretely Presented Component Unit - School Board  
 For the Year Ended June 30, 2021

	School Operating Fund			Variance with Final Budget Positive (Negative)
	Budgeted Amounts		Actual	
	Original	Final		
<b>REVENUES</b>				
Charges for services	\$ 103,500	\$ 103,500	\$ 24,580	\$ (78,920)
Miscellaneous	25,000	75,000	70,112	(4,888)
Recovered costs	131,500	131,500	185,391	53,891
Intergovernmental:				
County contribution to School Board	15,958,450	16,005,489	14,457,175	(1,548,314) ←
Commonwealth	43,802,352	44,969,382	45,446,157	476,775
Federal	7,305,031	9,292,069	9,055,429	(236,640)
<b>Total revenues</b>	<b>\$ 67,325,833</b>	<b>\$ 70,576,940</b>	<b>\$ 69,238,844</b>	<b>\$ (1,338,096)</b>

A history of carry-over amounts appropriated to schools is shown below:

Added Appropriation in:	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
	Left from FY2013-2014	Left from FY 2014-2015	Left from FY 2015-2016	Left from FY 2016-2017	Left from FY2017-2018	Left from FY 2018-2019	Left from FY 2019-2020	Left from FY 2020-2021
Approved Carryover Appropriation	\$ 512,562	\$ 1,907,359	\$ 408,239	\$ 1,600,508	\$ -	\$ 704,232	\$ 1,877,886	
Resolution Number	R-15-013	R-16-008	R-17-037	R-18-058	N/A	R-19-155	R-21-008	R-21-
Resolution Date	1/27/2015	1/12/2016	3/28/2017	5/8/2018	N/A	12/10/2019	1/12/2021	12/14/2021
Request				\$ 2,725,326	\$ 583,616	\$ 704,232	\$ 1,877,886	\$ 793,946
Notes:					See Note A	See Note B		
For FY2018, \$1,346,508 was appropriated to FY2018 Operating / Capital; \$254,000 was appropriated to FY2019 to assist with employee insurance premium reductions.								
Note A - During FY2018-19, the Board of Supervisors appropriated additional funds for school use as follows:								
School Utility Loan Payoff			654,379.94	R-18-088	7/31/2018			
Excess Impact Aid Funds to CIP (school projects)			1,583,633.35	R-19-036	3/12/2019			
Excess Impact Aid Funds to School Oper Fund			436,169.00	R-19-079	6/11/2019			
Additional State Revenues to School Oper Fund			297,761.00	R-19-079	6/11/2019			
Note B - During FY2019-20, the Board of Supervisors also appropriated \$1,000,000 of fund balance toward new Walton Elementary architectural and engineering services								

The school request outlines the use carryover funds as follows:

\$371,477.00 – New Elementary School Project as Contingency (CIP Fund)

\$422,469.24 – Restroom & Locker Room Renovations

The entire \$793,946.24 request would be accounted for within the County-wide CIP Fund.

Appropriation Entry:

General Fund

Revenues:

0100-40-900-8208-399999 Fund Balance \$793,946.24

Expenditures:

0100-09-401-0917-49172 Transfer to CIP \$793,946.24

County-wide CIP Fund

Revenues:

0311-90-901-8207-399100 Transfer from General Fund \$793,946.24

Expenditures:

0311-06-208-3194-48240 New Elementary School (Walton) \$371,477.00

0311-06-208-3221-48240 Restroom & Locker Room Renovations \$422,469.24

**Board Action Requested:**

Consider and possibly approve the requested re-appropriation to Schools for capital use from fund balance. A draft resolution is provided for board consideration and possible approval.

**Government Path**

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| If so, before what date?                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

**Fiscal Impact Statement**

Reduction of fund balance of \$793,946.24, approximately 0.61% of budgeted FY2022 expenditures.

Increase in appropriation for school capital needs.

**Total Increase in Appropriation for FY2021-22 \$793,946.24**

**County Impact**

Appropriation would allow the school division to make repairs to restrooms and locker rooms as requested at \$422,469.24, and would increase the new Elementary School budget by \$371,477 (for project contingency). Reduction of unrestricted fund balance of \$793,946.24, approximately 0.61% of budgeted FY2022 expenditures used to calculate fund balance threshold requirement.

**Notes**


FY2021 ending fund balance is \$33,403,287, 31.01% of FY2021 expenditures; 25.87% of FY2022 budgeted expenditures.

**LEAD. INNOVATE. INSPIRE.****Prince George County Public Schools**

PRINCE GEORGE, VIRGINIA



December 7, 2021

TO: Betsy Drewry, Deputy County Administrator, Finance  
FROM: Monique Barnes, Director of Budget & Finance   
RE: Request for Carry-forward Funds from Unexpended FY2021 Regular Fund (0500)

At the School Board's regular meeting held on December 6, 2021, the School Board approved a request to carry-forward the unexpended portion of the School division's Regular Fund (0500) FY2021 budget. The final balance in that fund was \$1,548,313.56 for which the Board of Supervisors has already graciously approved a re-appropriation for outstanding purchase orders in the amount of \$354,367.32, leaving a balance of \$1,193,946.24.

At the meeting on December 6<sup>th</sup>, the School Board approved a request to ask the Board of Supervisors to retain \$400,000 in repayment of the advance of \$776,308.85 net that went towards the road and sewer improvements at the new elementary school site and the County has allowed the Schools two years to repay. This transfer will leave an unpaid balance of \$376,308.85.

In addition to the repayment, the School Board has also approved a request to have \$371,477 transferred and appropriated into the countywide CIP for the new elementary school, as part of the contingency funding for the construction of the school.

The final request that was approved was for \$422,469.24 to be appropriated into the countywide CIP for bathroom and locker room renovations at the schools to meet needs that have become necessary due to changes in legislation.

We are very thankful for your assistance and for the continued support of the Board of Supervisors.

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 14<sup>th</sup> day of December, 2021:

Present:

Vote:

Floyd M. Brown, Jr., Chairman  
Marlene J. Waymack, Vice-Chair  
Alan R. Carmichael, Jr.  
Donald R. Hunter  
T. J. Webb

A-4

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION  
(\$793,946.24 FOR FY21 SCHOOL DIVISION CARRY-OVER FUNDS)**

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14<sup>th</sup> day of December, 2021, does hereby authorize and appropriate the following increase of funds within the **2021-2022 Budget**, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b>General Fund</b>		
<b>Revenues:</b>		
0100-40-900-8208-399999	Fund Balance	\$793,946.24
<b>Expenditures:</b>		
0100-09-401-0917-49172	Transfer to CIP	\$793,946.24
<b>County-Wide CIP Fund</b>		
<b>Revenues:</b>		
0311-90-901-8207-399100	Transfer from General Fund	\$793,946.24
<b>Expenditures:</b>		
0311-06-208-3194 48240	New Walton Elementary	\$371,477.00
0311-06-208-3221-48240	Restroom & Locker Room Renovation	\$422,469.24

A Copy Teste:

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Jeffrey D. Stoke  
Interim County Administrator