



**COUNTY OF PRINCE GEORGE**  
**Finance Department**  
P.O. Box 68  
Prince George, VA 23875  
Phone (804) 722-8710 Fax (804) 732-1966

*Betsy Drewry*  
*Director of Finance*

MEMORANDUM

To: Mr. Percy C. Ashcraft, County Administrator

From: Betsy Drewry, Director of Finance

Date: June 21, 2017

Re: CIP Budget Transfer, Route 10 Fire Station "Property Acquisition,, to Route 10 Fire Station "Design & Construction,, - \$447,307.16

As part of the Series 2015 debt issuance, the County borrowed \$500,000 for the new Route 10 Fire Station. An account was established in the Capital Projects Budget for appropriation as follows:

0311-03-200-3142-48265 – New Fire Station – *Property Acquisition*

The account had an original budget of \$500,000. Land was acquired in May of 2016 and some minor surveying and site and soil work was performed with total expenditures amounting to \$52,692.84. Currently, a remaining available budget in the *Property Acquisition* account code is **\$447,307.16**.

As part of the spring 2017 debt issuance another \$500,000 was borrowed for the Route 10 Fire Station. A *new account was established* with this borrowing for construction of the station with an appropriation and budget of \$500,000 as shown below.

0311-03-200-3153-48240 – Route 10 Fire Station – *Design & Construction*

Staff requests a budget transfer to consolidate the remaining \$447,307.16 shown in the *Property Acquisition* budget into the newly established *Design and Construction* budget.

Please place on the next Board of Supervisor's agenda discussion and approval of a budget transfer within the CIP Fund between these two project budgets and account codes. I am available at your convenience if you have any questions.

See the details of the requested transfer on following page.

**Capital Improvement Fund (0311)**

Expenditures:

Increase:

0311-03-200-3153-48240    CIP – Route 10 Fire Station - *Design and Construction*    \$447,307.16

Decrease:

0311-03-200-3142-48265    CIP – New Fire Station – *Property Acquisition*    \$447,307.16

c.c.    Brad Owens, Director Fire & EMS  
         Leigh Primmer, Procurement Officer

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 11<sup>th</sup> day of July, 2017:

Present:

Vote:

William A. Robertson, Jr., Chairman  
Donald R. Hunter, Vice-Chairman  
Alan R. Carmichael  
Hugh G. Mumford  
T. J. Webb

A-7

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

RESOLUTION; BUDGET TRANSFER (\$447,307.16 CAPITAL IMPROVEMENT PROJECT FUND; TRANSFER FROM CIP PROJECT – NEW FIRE STATION PROPERTY ACQUISITION TO ROUTE 10 FIRE STATION DESIGN & CONSTRUCTION)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11<sup>th</sup> day of July, 2017, does hereby authorize the following transfer of funds within the Multi-Year Capital Projects (2016-2017 to carry forward to 2017-2018) Budget, such line items increased and decreased as follows:

FUND/ORGANIZATION

AMOUNT

**Capital Improvement Fund (0311)**

Expenditures:

Increase:

0311-03-200-3153-48240 CIP – Route 10 Fire Station - *Design and Construction* \$447,307.16

Decrease:

0311-03-200-3142-48265 CIP – New Fire Station – *Property Acquisition* \$447,307.16

A Copy Teste:

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Percy C. Ashcraft  
County Administrator