




COUNTY OF PRINCE GEORGE
Finance Department
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Betsy Drewry
Director of Finance

MEMORANDUM

To: Mr. Percy C. Ashcraft, County Administrator

From: Betsy Drewry, Director of Finance 

Date: April 3, 2017

Re: CIP Budget Transfer, Playground Upgrade Project Budget to Central Wellness Center Maintenance Budget; \$10,617.78

As part of the FY2017 adopted budget, the Board approved a \$70,000 General Fund Transfer to CIP to cover expected costs of two Community Playground Upgrades [River's Edge & Stratford Woods]. Actual expenditures amounted to less than \$70,000 and an *unexpended balance of \$10,617.78 remains* in that capital budget code.

As part of adding a gym to the Central Wellness Center, a number of repairs have been made to the old Library and office area. The remaining amount in the CIP Central Wellness Center Repair budget is \$14,112.88 currently. In order to get the fitness room and office ready, a number of improvements and purchases are still pending / yet to be made to include:

<u>ITEM</u>	<u>Expected Cost</u>
Electrical Upgrade	\$ 2,495
Televisions & Wall Mounts	2,000 (estimated)
IT Upgrades	
20 CAT Cables & running	6,000 (estimated)
Avaya IP Office System	2,750 (estimated)
Computers/Monitors	2,000 (estimated)
Switches	2,000 (estimated)
WiFi WAPs	4,900 (estimated)
TOTAL	\$22,145

Staff requests a \$10,617.78 budget transfer *within the CIP fund* from the Community Playground Upgrade budget to the Central Wellness Center Maintenance budget. Approval of this transfer will avoid a General Fund Contingency or Fund Balance appropriation to cover Central Wellness Center costs. Please place on the next Board of Supervisor's agenda discussion and approval of a budget transfer within the CIP Fund between these project budgets. I am available at your convenience if you have any questions.

Capital Improvement Fund (0311)

Expenditures:

Increase:

0311-07-211-3131-43310	CIP – Central Wellness Center Repairs	\$10,617.78
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Decrease:

0311-07-211-3138-48240	CIP – Community Playground Upgrades	\$10,617.78
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c.c. Keith Rotzoll, Director Parks & Recreation
George Poulson, Director General Services
Kirsten Cherry, Director Information Technology

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 11th day of April, 2017:

Present:

Vote:

William A. Robertson, Jr., Chairman
Donald R. Hunter, Vice-Chairman
Alan R. Carmichael
Jerry J. Skalsky
T. J. Webb

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

RESOLUTION; BUDGET TRANSFER (\$10,617.78 CAPITAL IMPROVEMENT PROJECT FUND; TRANSFER FROM CIP PROJECT – COMMUNITY PLAYGROUND UPGRADES TO CENTRAL WELLNESS CENTER MAINTENANCE)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 11th day of April, 2017, does hereby authorize the following transfer of funds within the 2016-2017 Budget, such line items increased and decreased as follows:

FUND/ORGANIZATION

AMOUNT

Capital Improvement Fund (0311)

Expenditures:

Increase:

0311-07-211-3131-43310 CIP – Central Wellness Center Repairs \$10,617.78

Decrease:

0311-07-211-3138-48240 CIP – Community Playground Upgrades \$10,617.78

A Copy Teste:

Percy C. Ashcraft
County Administrator