




COUNTY OF PRINCE GEORGE
Finance Department
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Betsy Drewry
Director of Finance

November 7, 2016

To: Mr. Percy C. Ashcraft
County Administrator

From: Betsy Drewry, Director of Finance 

Re: Appropriation Transfer from Economic Development to Capital Fund – Broadband

The adopted FY2017 Economic Development budget (Fund 0215) contains an expenditure line 48108 – Info Technology Equipment Broadband in the amount of \$50,000. The Deputy County Administrator and I recommend that it would provide better project accounting if all Broadband expenditures were incurred in the Capital Improvement Fund 0311.

To accomplish this, we propose the following:

1. Transfer budgeted amount of \$50,000

FROM: 0215-08-301-2151-48108 – Information Technology Equipment Broadband

TO: 0215-08-301-2151-49183 – Transfer to Capital Projects – Broadband

2. Approve appropriation of \$50,000 in the Capital Fund 0311 sourced by an Economic Development Fund transfer as outlined below

Revenue

0311-90-901-8207-399103	Capital Transfer from Economic Development	\$50,000
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Expenditure

0311-01-002-3101-43101-3101	Broadband	\$50,000
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Please place on the Board of Supervisors agenda the approval of the appropriation above. I am available should you require further information.

CC Jeff Stoke, Deputy County Administrator

ECONOMIC DEVELOPMENT

Recognized for its progressive, pro-business climate and customer-focused service, Prince George competes internationally to attract first class business and industry while nurturing small business development. Encouraging existing industry expansion and supporting the developing tourism industry are key components of the Prince George business development plan.

The Mission for Economic Development is to create wealth for the County, for citizens and for business. To that end, the Prince George Economic Development office focuses on business attraction and recruitment and business retention and expansion.

The Economic Development Fund is fully supported by Meals Tax Revenue. The transfer from the General Fund is the Machinery & Tools Tax rebates that are expected to come into the General Fund and be disbursed from Economic Development.

Revenues:

FUND 215 - ECONOMIC DEVELOPMENT		RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
ACCOUNT	TITLE						
0215-10-502-8108-00000-000-000-312111-	MEALS TAX	837,049	867,584	998,751	900,000	1,000,000	100,000
	OTHER LOCAL TAXES	837,049	867,584	998,751	900,000	1,000,000	100,000
0215-90-901-8207-00000-000-000-399999-	FUND BALANCE	-	-	-	58	-	(58)
0215-90-901-8207-00000-000-000-399100-	TRANS FR GEN FD/OPERATING	171,000	171,000	415,118	421,604	444,965	23,361
0215-90-901-8207-00000-000-000-399199-	TRANS FR CAP PROJECTS	-	-	-	468,320	-	(468,320)
	FUND BALANCE AND TRANSFERS	171,000	171,000	415,118	889,924	444,965	(444,959)
	TOTAL ECONOMIC DEVELOPMENT	1,008,049	1,038,584	1,413,869	1,789,982	1,444,965	(345,017)

Expenditures:

Economic Development								
Location Code		2151						
Org.	Acct.	Account Description	FY12-13 Expended	FY13-14 Expended	FY14-15 Expended	FY16-16 Adopted Budget	FY16-17 Adopted Budget	Increase (Decrease)
0215-08-301-2151-01	41100	SALARIES & WAGES-REGULAR	132,973	208,407	180,128	151,775	200,564	48,789
0215-08-301-2151-	41300	PART-TIME SALARIES & WAGE	1,323	338	-	-	-	-
0215-08-301-2151-	42100	FICA	9,362	15,026	12,953	11,611	15,343	3,732
0215-08-301-2151-	42210	RETIREMENT	24,939	27,975	27,833	23,874	29,042	5,168
0215-08-301-2151-	42300	HOSPITAL/MEDICAL PLANS	5,955	11,480	14,839	11,840	17,144	5,304
0215-08-301-2151-	42400	GROUP LIFE INSURANCE	1,607	2,061	2,106	1,806	2,627	821
0215-08-301-2151-	42700	WORKER'S COMPENSATION	89	320	224	212	212	-
0215-08-301-2151-	43101	PROFESSIONAL SERVICES	37,628	5,100	204	1,000	5,000	4,000
0215-08-301-2151-	43320	MAINT SVC CONTRACTS	1,480	4,999	240	1,480	9,795	8,315
0215-08-301-2151-	43600	ADVERTISING	375	487	2,559	3,000	14,000	11,000
0215-08-301-2151-	44200	AUTOMOTIVE/MOTOR POOL	1,147	1,074	216	500	500	-
0215-08-301-2151-	45210	POSTAL SERVICE	99	224	44	400	300	(100)
0215-08-301-2151-	45230	TELEPHONE	1,719	2,187	2,966	2,000	2,000	-
0215-08-301-2151-	45305	MOTOR VEHICLE INSURANCE	387	631	657	660	427	(233)
0215-08-301-2151-	45410	LEASE/RENT EQUIPMENT	306	469	584	500	500	-
0215-08-301-2151-	45530	SUBSISTENCE & LODGING	2,150	2,843	4,880	4,000	5,000	1,000
0215-08-301-2151-	45540	CONVENTION & EDUCATION	3,294	2,712	3,658	4,000	4,000	-
0215-08-301-2151-	45600	COUNTY CONTRIBUTIONS	36,779	36,779	36,780	36,780	41,780	5,000
0215-08-301-2151-	45660	MACHINERY & TOOLS TAX	-	307,396	564,514	421,604	444,965	23,361
0215-08-301-2151-	45810	DUES AND MEMBERSHIPS	25,107	24,059	24,339	24,900	24,543	(357)
0215-08-301-2151-	46001	OFFICE SUPPLIES	2,228	1,626	2,934	3,000	3,000	-
0215-08-301-2151-	46002	FOOD SUPPLIES	195	263	283	300	300	-
0215-08-301-2151-	46008	VEHICLE & EQUIP. FUEL	969	837	646	900	700	(200)
0215-08-301-2151-	46009	VEHICLE & EQUIP. SUPPLIES	10	125	186	500	500	-
0215-08-301-2151-	46012	BOOKS & SUBSCRIPTIONS	160	-	67	-	-	-
0215-08-301-2151-	48107	REPLACE INFO TECH EQUIPMENT	-	287	672	100,000	-	(100,000)
		BROADBAND					50,000	50,000
0215-08-301-2151-	48132	EXIT 45 IMPROVEMENT TO SITES	-	-	-	-	175,000	175,000
0215-08-301-2151-	48205	NEW MOTOR VEHICLE	27,975	-	-	-	-	-
0215-08-301-2151-	49173	TRANS TO DEBT SERVICE	386,450	400,000	397,000	468,320	387,767	(80,553)
0215-08-301-2151-	49199	CONTINGENCIES	69	3,460	210,796	515,020	9,956	(505,064)
			704,773	1,059,144	1,492,308	1,789,982	1,444,965	(345,017)

NOTES: A new Economic Development Specialist was added for FY16/17

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 22nd day of November, 2016:

Present:

Vote:

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

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

RESOLUTION; APPROPRIATION (\$50,000 CAPITAL IMPROVEMENT FUND - BROADBAND PROJECT FROM ECONOMIC DEVELOPMENT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of November, 2016, does hereby authorize the following increase of funds within the 2016-2017 Budget, such line items increased as follows, which monies to be expended in accordance with Section 2-2 (11) of the County Code for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>Expenditure:</u>	
0311-01-002-3101-43101-3101 Broadband Project	\$50,000
<u>Revenue:</u>	
0311-90-901-8207-399103 Capital Transfer from Economic Development	\$50,000

A Copy Teste:

Percy C. Ashcraft
County Administrator