

Fiscal Year 2018 Budget Adjustments for City Council ACTION
 Fourth Quarter {April 1, 2018 - June 30, 2018}

General Fund

<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
110	Municipal Council		
	Personnel Services	\$9,356.00	Transfer from Retirement and Employee Benefits to cover salary costs and from Contingency Reserve to fund a technology purchase for newly elected City Council members.
	Operating Expenses	\$0.00	
	Capital Outlay	\$2,500.00	
	Total	<u>\$11,856.00</u>	
130	City Attorney		
	Personnel Services	\$0.00	Transfer from Contingency Reserve to cover a non-budgeted service contract.
	Operating Expenses	\$2,493.00	
	Capital Outlay	\$0.00	
	Total	<u>\$2,493.00</u>	
132	Human Resources		
	Personnel Services	\$0.00	Transfer from Contingency Reserve to fund a portion of the recognition luncheon expenses for City employees with 25 years of service and to purchase an ICMA training module; and from the Assessor of Real Estate, Economic Development, Information Technology and Public Works to fund the advertising costs associated with recruiting for various department director positions.
	Operating Expenses	\$41,460.00	
	Capital Outlay	\$0.00	
	Total	<u>\$41,460.00</u>	
135	Marketing & Outreach		
	Personnel Services	\$17,923.00	Transfer from Retirement and Employee Benefits to cover salary costs and from Community Development to fund the design of the department's website landing page.
	Operating Expenses	\$3,500.00	
	Capital Outlay	\$0.00	
	Total	<u>\$21,423.00</u>	
139	Citizens' Unity Commission		
	Personnel Services	\$0.00	Transfer to the Recreation Division to fund the cost of a sponsorship for the International Children's Festival.
	Operating Expenses	(\$500.00)	
	Capital Outlay	\$0.00	
	Total	<u>(\$500.00)</u>	
145	Assessor of Real Estate		
	Personnel Services	\$5,425.26	Net effect of a transfer from Retirement and Employee Benefits to cover salary costs and to Retirement and Employee Benefits salary savings; and to Human Resources to fund the advertising costs associated with recruiting for the department director position.
	Operating Expenses	(\$4,500.00)	
	Capital Outlay	\$0.00	
	Total	<u>\$925.26</u>	

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156	Consolidated Procurement		
	Personnel Services	(\$35,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>(\$35,000.00)</u>	
158	Department of Internal Audit		
	Personnel Services	\$2,686.00	Transfer from Retirement and Employee Benefits to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>\$2,686.00</u>	
160	Information Technology		
	Personnel Services	(\$50,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition and to Human Resources to cover advertising costs recruitment for department head position.
	Operating Expenses	(\$4,500.00)	
	Capital Outlay	\$0.00	
	Total	<u>(\$54,500.00)</u>	
168	311 Citizen Contact Center		
	Personnel Services	(\$5,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>(\$5,000.00)</u>	
170	Electoral Board		
	Personnel Services	\$1,850.00	Transfer from the Voter Registrar to fund part-time salary cost and other operating expenses attributed to local and state-wide elections.
	Operating Expenses	\$6,000.00	
	Capital Outlay	\$0.00	
	Total	<u>\$7,850.00</u>	
173	Voter Registrar		
	Personnel Services	(\$10,350.00)	Transfer to Retirement and Employee Benefits savings due to attrition and to the Electoral Board to fund part-time salary costs and other operating expenses attributed to the local and state-wide elections.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>(\$10,350.00)</u>	

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212	General District Court		
	Personnel Services	\$946.00	Transfer from Retirement and Employee Benefits to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	\$946.00	
213	Office of the Magistrate		
	Personnel Services	(\$7,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$7,000.00)	
220	Commonwealth's Attorney		
	Personnel Services	\$22,668.67	Transfer from Office of Youth and Young Adult Opportunities for the remaining salary of a prosecutor position that was transferred mid-year.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	\$22,668.67	
310	Police Division		
	Personnel Services	\$541,000.00	Transfer from Retirement and Employee Benefits to cover overtime costs and from Non-Departmental to fund the cost of equipping new police vehicles.
	Operating Expenses	\$0.00	
	Capital Outlay	\$199,651.28	
	Total	\$740,651.28	
313	City Sheriff-Jail		
	Personnel Services	\$291,755.00	Transfer from Retirement and Employee Benefits to cover salary costs and from the City Sheriff to cover salary costs and operating expenses. i.e. inmate medical costs and medical supplies.
	Operating Expenses	\$230,000.00	
	Capital Outlay	\$0.00	
	Total	\$521,755.00	
315	Emergency 911		
	Personnel Services	\$20,108.62	Net effect of a transfer from Police Division - Animal Control and from Retirement and Employee Benefits to cover salary costs and to Retirement and Employee Benefits unused funding for salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	\$20,108.62	

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<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
317	Police Division - Animal Control		
	Personnel Services	(\$113,282.00)	Transfer to Emergency 911 to cover salary costs and to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$113,282.00)	
320	Fire and Rescue Division		
	Personnel Services	\$753,499.00	Transfer from Retirement and Employee Benefits to cover salary costs related to overtime, promotions, incentive and sustained performance pay.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	\$753,499.00	
325	Emergency Management		
	Personnel Services	(\$30,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$30,000.00)	
330	City Sheriff		
	Personnel Services	(\$225,755.00)	Transfer to Sheriff - Jail to cover salary costs and to operating expenses to cover inmate medical costs and medical supplies.
	Operating Expenses	(\$80,000.00)	
	Capital Outlay	\$0.00	
	Total	(\$305,755.00)	
332	Court Service Unit		
	Personnel Services	\$10,690.00	Transfer from Retirement and Employee Benefits to cover salary costs and from Contingency Reserve to cover increased secure juvenile detention costs.
	Operating Expenses	\$375,000.00	
	Capital Outlay	\$0.00	
	Total	\$385,690.00	
410	Public Works - Administration		
	Personnel Services	\$4,764.00	Transfer from Public Works - Traffic Engineering to cover salary costs and to Human Resources to cover advertising costs to recruit for department head position.
	Operating Expenses	(\$4,500.00)	
	Capital Outlay	\$0.00	
	Total	\$264.00	

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<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
420	Public Works - Engineering		
	Personnel Services	\$41,377.00	Transfer from Public Works - Drainage Maintenance to cover salary costs and from Public Works - Traffic Engineering to cover salary costs and operating expenses, i.e. title searches.
	Operating Expenses	\$10,000.00	
	Capital Outlay	\$0.00	
	Total	\$51,377.00	
430	Public Works - Traffic Engineering		
	Personnel Services	(\$29,764.00)	Transfer to Public Works - Administration to cover salary costs and to Public Works - Engineering to cover salary costs and operating expenses, i.e. title searches.
	Operating Expenses	(\$10,000.00)	
	Capital Outlay	\$0.00	
	Total	(\$39,764.00)	
440	Public Works - Street and Roads		
	Personnel Services	(\$40,000.00)	Transfer vacancy savings to Public Works - Facilities Management to cover utility expenses.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$40,000.00)	
460	Public Works - Drainage Maintenance		
	Personnel Services	(\$56,377.00)	Transfer to Public Works - Engineering to cover salary costs and to Public Works - Facility Management to cover utility costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$56,377.00)	
475	Public Works - Facilities Management		
	Personnel Services	\$0.00	Transfer from Public Works - Drainage Maintenance and Public Works - Streets and Roads to cover utility costs.
	Operating Expenses	\$80,000.00	
	Capital Outlay	\$0.00	
	Total	\$80,000.00	
571	Office of Youth and Young Adult Opportunities		
	Personnel Services	(\$22,668.67)	Transfer to the Commonwealth's Attorney's office the remaining salary of a prosecutor position that was transferred mid-year.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$22,668.67)	

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710	Parks, Recreation and Leisure Services		
	Personnel Services	\$0.00	Transfer from Citizens' Unity Commission to fund the cost of a sponsorship for the International Children's Festival.
	Operating Expenses	\$500.00	
	Capital Outlay	\$0.00	
	Total	\$500.00	
716	Hampton History Museum		
	Personnel Services	\$1,632.81	Transfer from Retirement and Employee Benefits to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	\$1,632.81	
720	Public Library		
	Personnel Services	\$0.00	Transfer from Retirement and Employee Benefits to cover lease payments.
	Operating Expenses	\$6,100.00	
	Capital Outlay	\$0.00	
	Total	\$6,100.00	
805	Community Development		
	Personnel Services	(\$150,000.00)	Transfer to Marketing and Outreach for the design of the Department Header Landing Page for the website and to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	\$0.00	
	Capital Outlay	(\$3,500.00)	
	Total	(\$153,500.00)	
810	Economic Development		
	Personnel Services	(\$50,000.00)	Transfer to Human Resources to cover advertising costs for department head position and to Retirement and Employee Benefits salary savings due to attrition.
	Operating Expenses	(\$4,500.00)	
	Capital Outlay	\$0.00	
	Total	(\$54,500.00)	
825	Virginia Cooperative Extension Service		
	Personnel Services	\$2,027.85	Transfer from Retirement and Employee Benefits to cover salary costs and the increase in fringe benefits resulting from a mid-year salary increase.
	Operating Expenses	\$2,252.00	
	Capital Outlay	\$0.00	
	Total	\$4,279.85	

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<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
830	Convention and Visitor Bureau		
	Personnel Services	(\$25,000.00)	Transfer to Retirement and Employee Benefits salary savings due to attrition and to the Virginia Air and Space Center for advertising support.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$25,000.00)	
835	Civic and Community Support		
	Personnel Services	\$0.00	Transfer from Departmental Support - Contractual to cover the Co-Op Dock Master contract increase.
	Operating Expenses	\$8,019.00	
	Capital Outlay	\$0.00	
	Total	\$8,019.00	
840	Departmental Support - Contractual		
	Personnel Services	\$0.00	Transfer from Convention and Visitor Bureau to fund advertising costs; from Contingency Reserve to fund 2016 and 2017 HRT True-up costs; and to Civic and Community Support to cover the Co-Op, Dock Master contract increase.
	Operating Expenses	\$80,071.00	
	Capital Outlay	\$0.00	
	Total	\$80,071.00	
900	Non-departmental		
	Personnel Services	\$0.00	Transfer to Police Division to fund the cost of equipping new police vehicles.
	Operating Expenses	(\$199,651.28)	
	Capital Outlay	\$0.00	
	Total	(\$199,651.28)	
905	Retirement and Employee Benefits		
	Personnel Services	(\$1,141,864.54)	Transfer from various departments salary savings due to attrition and to various departments to cover salary costs, i.e. overtime, promotions, incentives, sustained performance. Transfers were also made to the Public Library to help cover lease payments.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	(\$1,141,864.54)	

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Stormwater Management Fund

<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
130	City Attorney		
	Personnel Services	\$11,900.00	Transfer from Non-departmental to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>\$11,900.00</u>	
150	Finance Department		
	Personnel Services	\$700.00	Transfer from Non-departmental to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>\$700.00</u>	
420	Public Works - Engineering		
	Personnel Services	\$15,900.00	Transfer from Non-departmental to cover salary and fringe benefit
	Operating Expenses	\$21,000.00	costs.
	Capital Outlay	\$0.00	
	Total	<u>\$36,900.00</u>	
700	Parks, Recreation and Leisure		
	Services - Parks Division		
	Personnel Services	\$5,300.00	Transfer from Non-departmental to cover salary costs.
	Operating Expenses	\$0.00	
	Capital Outlay	\$0.00	
	Total	<u>\$5,300.00</u>	
900	Non-departmental		
	Personnel Services	\$0.00	Transfer funds to various departments to cover salary and fringe benefit
	Operating Expenses	(\$54,800.00)	costs.
	Capital Outlay	\$0.00	
	Total	<u>(\$54,800.00)</u>	
	Total:	<u><u>\$0.00</u></u>	

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Capital Project Fund

<u>Transfer From:</u>	<u>Amount</u>	<u>Explanation</u>
C345 Franklin Street Extension	(\$76,468.23)	Transfer to Buckroe Avenue Reconstruction - Phase I funds to satisfy the City's VDOT match.
Buckroe Avenue Reconstruction - C344 Phase I	\$76,468.23	Transfer from Franklin Street Extension funds to satisfy the City's VDOT match.
Total:	<u><u>\$0.00</u></u>	

Capital Project Fund - Fiscal Year 2019

<u>Transfer From:</u>	<u>Amount</u>	<u>Explanation</u>
C446 Coliseum Drive Redevelopment	(\$1,500,000.00)	Transfer to the Economic Development Authority Fund to have funds available to facilitate the future purchase of property in the Coliseum Central Area
C426 Commercial Blight Abatement	(\$700,000.00)	Transfer to the Economic Development Authority Fund to have funds available to facilitate the future purchase of property in the Coliseum Central Area
Total:	<u><u>(\$2,200,000.00)</u></u>	

Economic Development Authority Fund - Fiscal Year 2019

<u>Dept. #</u>	<u>Department</u>	<u>Amount</u>	<u>Explanation</u>
810	Economic Development		
	Personnel Services	\$0.00	
	Operating Expenses	\$0.00	
	Capital Outlay	\$2,200,000.00	Transfer from Capital Projects Fund to have funds available to facilitate the future purchase of property in the Coliseum Central Area
	Total	<u><u>\$2,200,000.00</u></u>	
	Total:	<u><u>\$2,200,000.00</u></u>	