


City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 18, 2009

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF A TRANSFER RESOLUTION - FY 2009 GENERAL FUND OPERATING BUDGET

**ISSUE:** Transfer Resolution – FY 2009 General Fund Operating Budget.

**RECOMMENDATION:** That City Council adopt the attached resolution which transfers \$1,455,000 in budgeted funds to seven departmental accounts from five departmental accounts.

**DISCUSSION:** In accordance with Section 5.07 of the City Charter, at the end of each fiscal year, City staff submits a resolution to City Council to transfer existing current year appropriated funds to adjust the various departmental accounts up and down as necessary, without increasing total authorized appropriations, according to projected final expenditure patterns. These transfers represent less than three tenths of one percent of the FY 2009 General Fund budget. The transfers, in the amount of \$1,455,000 are recommended to accomplish the following:

During the course of the fiscal year, unexpected and unpredicted savings and costs occur which impact some departments positively and some departments negatively. Seven departments required additional funds of \$1.5 million. To cover these costs, there were six departmental accounts under budget (see Resolution) where the reallocated funds originate. The accounts where these unexpended funds are proposed to be transferred to include:

- General Services (\$350,000): greater than budgeted costs for electric utilities at City facilities (\$100,000); overtime for unbudgeted and emergency incidents, such as the Presidential Inauguration activities, the Lee Center flooding and other fall election events (\$100,000); and an unmet salary savings target due to lower turnover than anticipated (\$150,000);
- Department of Human Services (\$255,000): for a shortfall driven by the State-mandated Community Services Act (CSA) expenses. The total shortfall is \$355,000 but the Department is able to use its own projected savings (\$100,000) to make up the difference;
- Planning and Zoning (\$300,000): Salary savings target could not be met as all authorized positions were filled to complete the Council-directed work program and regular

Planning Commission and City Council docket items. Additional consultant funding for storm water management and transportation was needed to complete the Landmark/Van Dorn Small Area Plan;

- Fire Department (\$400,000): to cover workers compensation and disability expenses that are charged to specific departments but budgeted in a Non-Departmental account;
- General District Court (\$25,000): to fund public defendant language services related to local cases; and
- Registrar of Voters (\$125,000): including \$38,000 for two special elections held during the fiscal year; higher than anticipated costs for the November Presidential election (\$32,000); and the June Gubernatorial Primary (\$55,000) which was unbudgeted.

**FISCAL IMPACT:** The resolution balances operating budget accounts by transferring approved appropriations. There is no net change in total budgeted expenditures as a result of the transfers.

**ATTACHMENT:** FY 2009 Transfer Resolution

**STAFF:**

Bruce Johnson, Chief Financial Officer

Laura Triggs, Director, Finance Department

Ray Welch, Financial Reporting Supervisor, Finance/Accounting

Kendel Taylor, Senior Budget/Management Analyst, Office of Management and Budget

**RESOLUTION #**

**WHEREAS**, certain appropriation accounts of the City of Alexandria, Virginia will be overexpended due to budgeting practices and unanticipated expenditures; and

**WHEREAS**, it is the desire of the City Council to take the action necessary to transfer budget authority among City departments to adjust these accounts;

**NOW, THEREFORE, BE IT RESOLVED BY THE  
CITY COUNCIL OF ALEXANDRIA, VIRGINIA:**

That the Director of Finance be and hereby is authorized to make the following appropriations transfers between the General Fund accounts designated:

TRANSFER APPROPRIATIONS FROM:

Transit Subsidies	\$315,000
Non-Departmental	350,000
Transportation and Environmental Services	400,000
Health	100,000
Information Technology Services	190,000
Finance	100,000
<b>TOTAL:</b>	<b><u>\$1,455,000</u></b>

TRANSFER APPROPRIATIONS TO:

Fire	\$400,000
General Services	350,000
Planning and Zoning	300,000
Human Services	255,000
Registrar of Voters	125,000
General District Court	25,000
<b>TOTAL:</b>	<b><u>\$1,455,000</u></b>

ADOPTED: June 23, 2009

WILLIAM D. EUILLE, MAYOR

ATTEST:

JACQUELINE M. HENDERSON, CITY CLERK

**RESOLUTION 2351**

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Jacqueline M. Henderson, CMC              City Clerk

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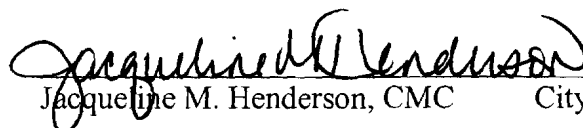
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