

# FY 2018 Budget Amendment Request Form

**Date:** 1/5/2018

**Department:** County Administration

**Contact person:** Mark Taylor

**Phone #:** 540-507-7010

**Explanation of need for budget amendment:**

When the FY 2017 Budget was adopted, \$4,800 of the budgeted contribution to the Spotsylvania Historical Association was contingent upon a MOU being developed and approved by the Association and the Board of Supervisors. The MOU was being negotiated when FY 2017 closed, and as such, the \$4,800 went unpaid.

The MOU was finalized and approved by the Board of Supervisors on November 9, 2017. Because the County and the Association were working in a good faith effort to finalize the MOU during FY 2017, the County Administrator recommends that the \$4,800 payment budgeted but unpaid in FY 2017 be made now in FY 2018 using the General Fund balance. This budget adjustment allocates \$4,800 from the General Fund balance to the County Museum budget to allow for the payment to occur in FY 2018.

**Reminder:** Agenda item summary must be attached if BOS approval is required.

**Revenue accounts affected:**

Account Number		Amount	
Acct #	110-0000-341.05-01 – Use of Fund Balance	\$	4,800
	<b>Total Revenue Adjustment</b>	\$	<b>4,800</b>

**Expenditure accounts affected:**

Account Number		Amount	
Acct #	110-7220-462.56-50 – Contribution to Museum	\$	4,800
	<b>Total Expenditure Adjustment</b>	\$	<b>4,800</b>

Note: If amendment is between expenditure accounts only, net impact must be zero.

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Mark Taylor, County Administration  
Name, Department

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Name, Department

### Recommendations

**Budget:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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**County Admin:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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**Finance Committee:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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