

FY 2019 Budget Amendment Request Form

Date: 5/14/19

Department: Finance

Contact person: Bonnie Jewell

Phone #: x7583

Explanation of need for budget amendment: Four of five heavy vehicles planned for replacement by Utilities in FY 2019 were budgeted in the Utilities Capital Projects Fund. The fifth truck was inadvertently budgeted in the Utilities Operating Fund. This budget adjustment shifts the funding remaining in the account where the fifth truck was budgeted to the Utilities Capital Projects Fund where the other four heavy trucks are budgeted. Utilities and Finance staffs recommend this transfer.

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

Revenue Accounts Adjusted		Amount	
Acct #	520-0000-341.06-03 – Transfer from Utilities Operating	\$	92,662
	Total Revenue Adjustment	\$	92,662

Expenditure Accounts Adjusted		Amount	
Acct #	510-4560-504.80-05 – Motor Vehicles & Equipment	\$	(92,662)
Acct #	510-9190-501.99-52 – Transfer to Utilities Capital Projects	\$	92,662
Acct #	520-9180-802.80-05 (SR1901) – Motor Vehicles & Equipment	\$	92,662
	Total Expenditure Adjustment	\$	92,662

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

Position FTE Change		
Position Title	Existing FTE	Adjusted FTE

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.

Bonnie Jewell, Deputy Director of Finance for Budget

Name, Department

Name, Department

Recommendations

Budget: ☒ recommended ☐ not-recommended

Explanation if not recommended:

County Admin: ☒ recommended ☐ not-recommended

Explanation if not recommended:

Finance Committee: ☒ recommended ☐ not-recommended

Explanation if not recommended:

**SPOTSYLVANIA COUNTY
Board of Supervisors**

FISCAL YEAR 2019 APPROPRIATION

Board of Supervisors

June 25, 2019

BE IT RESOLVED by the Board of Supervisors of the County of Spotsylvania, Virginia, that the following appropriation be, and the same hereby are, made for the fiscal year beginning July 1, 2018, from the funds and for the functions or purposes indicated.

To shift the funding for a heavy truck replacement from the Utilities Operating Fund to the Utilities Capital Projects Fund, to be expended only by order of the Board of Supervisors as follows:

UTILITIES OPERATING FUND: (\$92,662)

UTILITIES CAPITAL PROJECTS FUND: \$92,662