



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 11, 2023

ITEM: (Second Reading 23-FIN-8) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$14,025 consisting of: 1) \$5,934 to the Police Department from State Forfeiture funds, 2) \$2,844 to the Police Department from K9 donations, and 3) \$5,247 in DMV Select revenue to the Treasurer's Office. Transferring \$414,000 from Non-Departmental to Health and Social Services to cover Comprehensive Service expenditures; and transferring \$72,023 from Other Local Taxes to Intergovernmental Revenue for additional funds awarded through an SRO grant.

To amend the Recreation Fund for fiscal year beginning July 1, 2022 and ending June 30, 2023 by appropriating \$1,000 from the Beautification Fund Balance to cover the expenses from the Arbor Day commemoration.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for second reading of requested budgetary changes.

BACKGROUND:

An appropriation of a total of \$5,934 from State Forfeiture funds is requested for the Police Department for canopy and chair purchases. The Police Department has requested to order a 10x10 canopy with the CHPD badge and shoulder emblem to set up for job fairs and other events in the amount of \$1,660.00. The Police Department also requests to order 20 task chairs for the squad room at headquarters. The backs on the ones they currently have had for some time have a mesh material that is damaged. The price for the new chairs is \$4,274.00.

The Police Department received a several donations in the amount of \$2,844 from the following: E. Alvin Small Funeral Home (\$400), Medallion Swim Pool Company (\$500), Chesterfield County Police K9 Association (\$600), Dance's Sporting Goods (\$1,000), Fruit Fixed LLC, (\$250) and Chick-Fil-A (\$94). The funds are requested to be appropriated for K9 expenses.

Revenue for DMV Select from February 2023 to May 2023 is \$5,247. An appropriation of \$4,198 is requested for stipends for both the treasurer and assistant for extra duties. An appropriation of \$1,049 is requested for FICA expenses and DMV Select startup cost such as printer, paper, pens, computer.

Comprehensive Service expenditures paid to Chesterfield County has exceeded our budget projections and a transfer is requested from Contingency for additional funding.

SRO grant was awarded for \$112,931 and during the budget process last year the appropriation was set at \$40,908. The Communication tax was appropriated at \$525,000 but is projected to be less than this.

The Recreation Department has requested \$1,000 from the Beautification Fund Balance to cover Arbor Day expenses.

City Council unanimously approved this ordinance on first reading at the June 13, 2023 meeting.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

Police State Asset Forfeiture Request, K9 Donations, DMV Select, Beautification Request; ORD 23-FIN-8 Recap Worksheet; Ordinance No. 23-FIN-8.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.