

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 18, 2014

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

THROUGH: RASHAD M. YOUNG, CITY MANAGER 

FROM: NELSIE L. SMITH, DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET 

SUBJECT: BUDGET MEMO #26: FY 2015 EXPENDITURE ADJUSTMENTS FOR ADD/DELETE

This memo provides a detailed explanation of the changes that have occurred in the FY 2015 operating budget since it was proposed by the City Manager in February. These fall into three categories:

1. General Fund increases and decreases that net to a \$137,567 increase in the budget;
2. General Fund and Special Revenue Fund transfers between departments with no net increase in the budget;
3. Special Revenue Fund addition of Northern Virginia Transportation Authority (NVTA) revenues and expenditures.

General Fund Increases and Decreases

- General Services/Facility Management Program: \$118,820 increase for leased space
The FY 2015 proposed budget included the removal of Sheriff's Office personnel from leased space. The cost of that rent was intended to be transferred from the Sheriff's Office to the City's property manager, the Department of General Services, however it was removed from the Sheriff's budget and inadvertently omitted from the General Services budget. The amount of that rent is included as an adjustment in the approved budget.
- Communications & Public Information/Public Information & Internal Support Program: \$56,710 reduction in staff costs
Personnel cost savings are being realized as a result of the reorganization of various communications and community outreach functions to improve service quality. The net savings is included as an adjustment in the approved budget.
- Recreation, Parks & Cultural Activities (RPCA)/Recreation Services Program: \$75,457 increase for Warwick Pool
On April 8, 2014, City Council committed to include funding in the FY 2015 budget add/delete deliberations to continue to operate Warwick Pool through the Summer of 2014 instead of closing it as proposed in the budget. This funding is included as an adjustment in the approved budget.

Transfers Between Departments

As mentioned above, several areas related to communications and community outreach are being re-organized to improve service quality. The re-organization is being executed through the transfer of existing resources. It has no overall impact on the General Fund budget, however it includes transfers between several departments, which will be included as adjustments in the approved budget. These include:

- The transfer of the E-Government function from Communications & Public Information to Information Technology Services (ITS) (\$345,191)
- The transfer of the public information and outreach staffing from Communications & Public Information to the City Manager's Office (\$481,589)
- The transfer of the Geographic Information Systems (GIS) program from Planning & Zoning to ITS (\$938,197 in the General Fund and \$121,522 in Special Revenues)

Northern Virginia Transportation Authority (NVTa)

The City is estimated to receive \$6.4 million from NVTa in FY 2015 for the City's 30 percent share of regional sales, transient occupancy, and grantor's tax revenue to fund transportation improvements. In order to qualify for these funds, City Council approved the establishment of a separate fund for transportation and the deposit of City tax revenues in the amount equivalent to a 12.5 cent real estate property tax on commercial and industrial properties, as required by the State. As part of the approved budget, the City will adjust the budget to 1) include the NVTa 30 percent revenue and expenditures; and 2) include the deposit of 12.5 cent commercial and industrial real estate tax equivalent revenues in the new fund. There is no General Fund impact of these actions.