

**Appropriation #2021032****\$2,336,680.34**

Source: General Fund fund balance \$2,336,680.34

At the end of FY 20, the General Fund's fund balance is equal to a) the audited balance from the prior fiscal year (FY 19); b) plus the actual revenues during FY 20; and c) less actual expenditures during FY 20.

Of that total amount of General Fund fund balance, amounts are held in reserve for:

- Policy Uses: in accordance with the County's financial policies, a 10% unassigned fund balance and a 1% Budget Stabilization Reserve.
- Appropriated and Obligated Uses: The County's FY 21 Adopted Budget and any other appropriations to date that include General Fund fund balance as a revenue source.

The remaining amount is defined as the County's Unobligated General Fund Fund Balance and any subsequent uses are approved by the Board of Supervisors.

The Unobligated General Fund Fund Balance includes an amount for expenses approved in FY 20 that were not completed in FY 20. For example, equipment or purchase orders ordered in FY 20 that were delivered in FY 21 are classified as an FY 21 expense; or contracts for certain work may cross fiscal years based on the timeline of a project. In these circumstances, the County has FY 20 expenditure savings that are added to the General Fund's fund balance, which are then requested for re-appropriation from the General Fund's fund balance in FY 21 to complete the expenditure.

The proposed use of the General Fund fund balance will not reduce the County's 10% unassigned fund balance or 1% Budget Stabilization Reserve; however, it does reduce the amount of FY 20 undesignated funds that would be available for uses in the future.

#### Clerk of the Circuit Court

- Requests the re-appropriation of \$4,006.60 for purchase orders initiated in FY 20 that will be completed in FY 21.

#### Commonwealth's Attorney

- Requests the re-appropriation of \$20,000.00 for part-time wages for a temporary attorney and an intern.
- Requests the re-appropriation of \$2,433.94 for purchase orders initiated in FY 20 that will be completed in FY 21.

#### Community Development Department

- Requests the re-appropriation of \$150,420.65 in contract services to complete the Crozet Transportation Analysis, Crozet Parking Study, Peer Review of the Albemarle County Draft Form-Based Code and Design Scenarios for Rio29, Rivanna River Corridor Phase 2, and Community Development Plan Review.

#### Economic Development Office

- Requests the re-appropriation of \$25,400.00 for contract and professional services for projects initiated in FY 20 anticipated to be completed in FY 21, such as the Broadway Blueprint project.

#### Executive Leadership

- Requests the re-appropriation of \$233,124.00 in purchase orders initiated in FY 20 for cross-departmental training efforts, project management support, the citizen survey, and the website redesign project that will be completed in FY 21; and \$4,800.00 in part-time wages.

#### Facilities and Environmental Services

- Requests the re-appropriation of \$119,772.35 for equipment and purchase orders initiated in FY 20 that will be completed in FY 21; and \$13,424.44 for an Innovation Fund project anticipated to be completed in FY 21.
- Requests the re-appropriation of \$750,000.00 in Climate Action Pool funding. Of this amount, \$250,000.00 is for low income weatherization improvements. The remaining \$500,000.00 is for implementation of other Climate Action Plan initiatives.

#### Finance and Budget

- Requests the re-appropriation of \$120,000.00 for grants management, Capital Improvement Program, and chart of accounts project support approved in FY 20 that will be completed in FY 21; \$40,000.00 to cover e-check fees to encourage online payment; and \$7,035.00 for an Innovation Fund project anticipated to be completed in FY 21.

## Fire Rescue Department

- Requests the re-appropriation of \$135,181.54 for equipment, supplies, and purchase orders initiated in FY 20 that will be completed in FY 21; \$68,451.00 from insurance payments received in FY 20 for repairs that will be completed in FY 21; \$36,000.00 in contract services to complete strategic planning work initiated in FY 20 that will be completed in FY 21; and \$13,521.49 for donations received and not expended in FY 20.

## Information Technology

- Requests the re-appropriation of \$35,631.00 for purchase orders initiated in FY 20 that will be completed in FY 21.

## Parks and Recreation Department

- Requests the re-appropriation of \$21,695.28 of improvement funds for the Charlotte Humphris Park.
- Requests the re-appropriation of \$62,010.88 for purchase orders initiated in FY 20 for Riverside Village Park Master Plan, equipment, and a vehicle.

## Police Department

- Requests the re-appropriation of \$58,134.80 for purchase orders initiated in FY 20 that will be completed in FY 21.
- Requests the re-appropriation of \$63,436.60 for the electronic summons system from the net program revenues. These revenues are intended to only fund the electronic summons system operations and are not for general local government operations.
- Requests the re-appropriation of \$10,765.80 for traffic safety programs from the net revenues received in prior years related to the PhotoSafe Program. These revenues are intended to only fund traffic safety programs/operations and are not for general local government operations.

## Sheriff's Office

- Requests the re-appropriation of \$304.97, which is the balance remaining in collected fingerprinting fees at the end of FY 20, to purchase volunteer reserves' uniforms, equipment, and other operating expenses.

## Voter Registration and Elections

- Requests the re-appropriation of \$32,800.00 for ballot scanning machines and associated equipment, licenses, and maintenance.
- Requests the re-appropriation of \$6,270.00 for handicap voter/curbside voting signs and ballot boxes.
- Requests the re-appropriation of \$1,710.00 for office furniture.

## Non-Departmental

- Requests the re-appropriation of \$300,350.00 remaining in the Business Process Optimization Reserve at the end of FY 20. This will be used to support ongoing organizational initiatives in FY 21.

**Appropriation #2021033****\$75,000.00**

Source:	Donations	\$ 75,000.00
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This request is to appropriate \$75,000.00 in donations made to the Office of Equity and Inclusion (OEI) for OEI projects.

**Appropriation #2021034****\$58,333.00**

Source:	State Revenue	\$ 58,333.00
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This request is to appropriate \$58,333.00 from the Virginia Department of Agriculture and Consumer Services (VDACS) Office of Farmland Preservation to reimburse the County for part of the costs incurred for acquisition of the Harlow conservation easement, property appraisal, and title insurance. The purchase, through the County's Acquisition of Conservation Easements (ACE) program, totals \$159,416.40. Since Farmland Preservation funding was limited last year due to budget constraints, the \$58,333.00 is not a full 50/50 matching grant.

**Appropriation #2021035****\$ (7,653,490.90)**

This request is to de-appropriate \$7,653,490.90 as described in the Resolution for the County's On-Going Multi-Year Capital Projects (Attachment C). This reduction in special revenue project and capital project funds reflects the reconciliation of FY 20 balances after the year end close out for a net amount of \$70,944,231.40, which is \$7,653,490.90 less than the \$78,597,722.30 carried forward on July 1, 2020.

The resolution (Attachment C) authorizes the County Executive to do the following:

- Adjust this amount, if necessary, to accurately reflect the actual encumbered amounts and actual unencumbered capital and special revenue project amounts at the end of FY 20; and
- Allocate funding from the below identified classifications to appropriate capital projects line-items for expenditures:
  - Sidewalk Program Contingency
  - NIFI (Neighborhood Improvements Funding Initiative) Contingency
  - Transportation Leveraging Program; and
- Close out a Capital project and transfer any unencumbered residual funds to the Capital Improvement Fund fund balance.

In accordance with current practice for other County Executive authorization, all of these transfers or distributions will be reported to the Board of Supervisors as part of the County's quarterly financial reports.

**Appropriation #2021036****\$73,630.00**

Source:	Proffer Fund Balances	\$ 73,630.00
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This request is to appropriate \$73,630.00 from proffer interest earned to provide funding for a completed public sewer connection to the Hollymead Fire Rescue Station 12. This reimbursement is pursuant to proffers approved by the Board of Supervisors, last amended on March 10, 2010 with ZMA200500003, in association with the University of Virginia Research Park.

**Appropriation #2021037****\$3,854,793.77**

Source:	Local Revenue	(\$ 19,954.65)
	Federal Revenue	\$ 279,534.55
	Special Revenue and Other Funds' fund balances	\$3,595,213.87

This request is to re-appropriate the following Special Revenue and Other Funds:

Coronavirus, Aid, Relief and Economic Security (CARES) Act Coronavirus Relief Fund (CRF)

- This request is to re-appropriate \$279,534.55 in federal revenue from the Coronavirus, Aid, Relief and Economic Security (CARES) Act Coronavirus Relief Fund (CRF) for necessary CARES CRF eligible expenses such as, but not limited to, human and community services, economic development, technology, and general County services. Prior to execution, all programs will be reviewed by the County's CARES CRF Compliance and Documentation Team.

Economic Development Authority (EDA) Fund

- This request is to re-appropriate \$390,000.00 in EDA Fund fund balance to the EDA Fund. The Albemarle County EDA is a political subdivision of the Commonwealth of Virginia, operating in partnership with the Albemarle County Board of Supervisors to improve the quality of life for citizens of the County through responsible and sustainable economic development practices, using the County's Comprehensive and Strategic Plans for guidance, along with the County's Economic Development Strategic Plan. The County serves as the fiscal agent for the EDA.

Economic Development Fund

- This request is to re-appropriate \$200,000.00 in Economic Development Fund fund balance to the Economic Development Fund's Investment Pool. This amount was previously identified in FY 20 to support a Microloan Program in response to the COVID-19 emergency. These expenses were able to instead be funded by federal revenue, CARES Coronavirus Relief Funds.

## Housing Fund

- This request is to re-appropriate \$2,525,000.00 from Housing Fund fund balance as follows:
  - \$1,700,000.00 Reserve for the Performance Agreement between the County, Economic Development Authority, and Habitat for Humanity of Greater Charlottesville approved by the Board of Supervisors at its June 19, 2019 meeting. This funding is held in reserve and will be distributed pursuant to the terms of the agreement.
  - \$825,000.00 in a Housing Fund Reserve that is intended to support housing initiatives that are one-time costs and will support the County's strategic and housing goals. This Reserve amount includes funding reallocated from prior appropriated uses that are no longer needed:
    - \$325,000.00 was previously identified to support Piedmont Housing Alliance's (PHA) purchase and renovation of the Park's Edge Apartments. The PHA is no longer purchasing the Park's Edge property.
    - \$172,567.00 was previously identified in FY 20 to support the sheltering of homeless during the COVID-19 pandemic. These expenses were able to instead be funded by other sources through December 30, 2020.

## Old Crozet School Fund

- This request is to appropriate \$44,289.75 for expenses related to the Old Crozet Elementary School by re-appropriating unexpended rental revenue (fund balance) received in prior years and adjusting anticipated rental revenue in FY 21.

## Seized Assets Funds

- This request is to re-appropriate \$227,548.82 in Seized Asset Monies received from State and Federal Agencies for the Commonwealth's Attorney and the Police Department. These funds will be used for eligible expenses.

## Vehicle Replacement Fund

- This request is to re-appropriate \$188,420.65 from the Vehicle Replacement Fund fund balance for use in FY 21 for Police Department vehicle replacements.

**Appropriation #2021038****\$12,718.00**

Source:	Federal Revenue	\$ 12,718.00
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This request is to appropriate \$12,718.00 in federal revenue from a U.S. Department of Justice grant to support additional community policing projects and activities by providing funds for officers' overtime hours to prevent crime, build community relationships, and enhance safety. There is no local match for this grant.

**Appropriation #2021039****\$323,280.00**

Source:	Federal Revenue	\$ 323,280.00
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This request is to appropriate \$323,280.00 in federal revenue from a Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) grant to fund 10 firefighters to staff two daytime engines in FY 21 (Crozet Volunteer Fire Department – Station 5 and Pantops Public Safety Station – Station 16). This is a three-year grant for personnel salary and benefits costs which totals \$1,939,680. The remaining grant funding will be budgeted in the appropriate year during each annual budget process. There is no local match for this grant for personnel salary and benefits, and the FY 21 Adopted Budget included funding for related costs not covered by the grant.