

## Town of Windsor

### Memorandum

December 12, 2023

**TO:** The Honorable Mayor and Town Council  
**FROM:** William G. Saunders, IV, Town Manager WGS IV  
**SUBJECT:** Budget Appropriation – IOWC Emergency Communications Refund

#### Background

Following a true-up of the Isle of Wight County Emergency Communications (Dispatch) FY23 budget, a refund was sent to the Town by the County for overpayment.

#### Specifics

The Town received \$18,697.86 in a refund; this should be applied to the Town's FY24 budget.

In this regard, I am enclosing a resolution for your consideration to apply \$18,697.86 to the Miscellaneous Revenue line item of the General Fund; and to add \$4,834.14 to the Police Maintenance Contracts expenditure line item and the balance, \$13,863.72 to a newly created Police Accreditation expense line item.

This \$4,834.14 will reimburse the Police Maintenance Contracts expenditure line item for unexpected costs related to that portion of the CAD/RMS system that the Town pays directly. The development of the new CAD/RMS system has taken longer than expected, which required additional payment to the current provider.

The \$13,863.72 will establish a new expenditure line item for expenses related to the Windsor Police Department's accreditation process.

Adoption of the attached resolution is recommended.

#### Enclosures

Resolution

#### Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution to Amend the Town of Windsor FY24 Budget by the Addition of \$18,697.86 of Funding from the Isle of Wight County Related to the Refund of Emergency Communications Payment to the Miscellaneous Revenue Line Item of the General Fund; and to Add \$4,834.14 to the Police Maintenance Contracts Expenditure Line Item and \$13,863.72 to a New Police Accreditation Expenditure Line Item.

**RESOLUTION**

A Resolution to Amend the Town of Windsor FY24 Budget by the Addition of \$18,697.86 of Funding from the Isle of Wight County Related to the Refund of Emergency Communications Payment to the Miscellaneous Revenue Line Item of the General Fund; and to Add \$4,834.14 to the Police Maintenance Contracts Expenditure Line Item and \$13,863.72 to a New Police Accreditation Expenditure Line Item.

**BE IT RESOLVED** by the Council of the Town of Windsor Virginia as follows:

Section 1. That the Town of Windsor hereby accepts funds from the Isle of Wight County related to the Refund of Emergency Communications payments in the amount of \$18,697.86.

Section 2. That the sum of \$18,697.86 from Isle of Wight County is hereby appropriated into the General Fund portion of the Town's Operating Budget for Fiscal Year 2023/24.

Section 3. That the proposed action would amend the Miscellaneous Revenue portion of the General Fund by the addition of \$18,697.86; as well as to add \$4,834.14 to the Police Maintenance Contracts Expenditure line item and add \$13,863.72 to a new Police Accreditation Expenditure Line Item.

Section 4. This resolution shall be in effect on and after its adoption.

Adopted: December 12, 2023

ATTEST:

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Town Clerk