

Town of Windsor

Memorandum

May 14, 2013

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Appropriation of Funds for Police Department Renovations

At the most recent Council Work Session, Council appropriated funds to complete the renovations at the newly acquired property for the Police Department. After reviewing the previous resolution that appropriated funds for this purpose, it became apparent that we have not appropriated enough funds.

The previous appropriation was for \$103,900. The most recent appropriation was for \$32,950. This totals \$136,850. The total contract price, including the bathroom renovations, was for \$142,250. As you can see, we are \$5,400 short. This is due to an error in my math during the work session.

I have enclosed a resolution that will appropriate the remaining \$5,400 that is needed to complete this project.

I recommend that Council adopt the enclosed resolution.

Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution Appropriating The Sum Of \$5,400
From The Space Needs Fund To The Building
Renovations Line Item Of The General Fund
Operating Budget For Fiscal Year 2012-2013

Resolution

A Resolution Appropriating The Sum Of \$5,400
From The Space Needs Fund To The Building
Renovations Line Item Of The General Fund
Operating Budget For Fiscal Year 2012-2013

WHEREAS, the Town Council of the Town of Windsor recently approved the purchase of the property located at 56 East Windsor Boulevard for use by the Police Department and;

WHEREAS, the structure will require some renovations to make it functional for such use, and;

WHEREAS, these funds need to be appropriated from the Space Needs Fund, and;

WHEREAS, this purchase will allow expedited relocation of the Police Department to meet their current and future needs.

NOW, THEREFORE BE IT RESOLVED by the Council of the Town of Windsor, Virginia as follows:

Section 1. That the sum of \$5,400 from the Space Needs Fund be, and the same hereby is, appropriated to the Building Renovations line item in the Non-Departmental portion of the current Operating Budget:

Section 2. The Town Manager is hereby authorized and directed to do all things necessary to complete the renovations with the money appropriated by Council.

Section 3. This resolution shall be in effect on and after its adoption.

Adopted: _____

TESTE:

Town Clerk