

TOWN OF LEESBURG

NOTICE OF PUBLIC HEARING

**RESOLUTION TO AUTHORIZE A SUPPLEMENTAL BUDGET APPROPRIATION
OF \$1,852,000 TO THE FY 2013 GENERAL FUND BUDGET FROM THE CAPITAL
ASSET REPLACEMENT RESERVE**

In accordance with Virginia Code Sections 15.2-1427 and 15.2-2507, notice is hereby given that a public hearing will be held by the **Leesburg Town Council** on **September 25, 2012 at 7:30 p.m.** in the Council Chamber of Town Hall, 25 West Market Street, Leesburg, Virginia at which time the public will have the right to provide written and oral comments on a proposed supplemental appropriation to the General Fund Operating Budget in the amount of \$1,852,000. The public hearing is required because the amount of the supplemental appropriation exceeds the Town Budget of \$88,854,614 by more than one percent.

The Capital Asset Replacement Reserve was established to provide an assigned reserve in the General Fund for the replacement, renovation, and repair of capital assets as determined by the Town Manager and Council. The \$1,852,000 requested in the supplemental appropriation will be used in part to: replace vehicles, equipment, and radios; repave the Public Works Facility parking lot; replace HVAC units at Town Hall and Ida Lee Recreation Center, renovate Ida Lee Recreation Center pool locker room lighting and ceiling tiles, and replace and upgrade Town IT server and infrastructure.

Copies of the proposed supplemental appropriation resolution are available in the Office of the Town Clerk at Town Hall, 25 West Market Street, Leesburg, VA and the Thomas Balch Library, 208 West Market Street, Leesburg, VA during normal business hours. For more information about the proposed resolution, please contact Norm Butts, Finance Director at 703-771-2720.

Persons requiring special accommodations are requested to contact Lee Ann Green, Clerk of the Council at 703-771-2733 three days in advance of the meeting. For TTY/TTD services, use the Virginia Relay Center by dialing 711.



Date of Council Meeting: September 25, 2012

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Amending the FY 2013 General Fund Budget and Making a Supplemental Appropriation in the Amount of \$1,852,000 for the replacement of Capital Assets

Staff Contact: Robert Berkey, Senior Management Analyst

Recommendation: Town Council amend the FY 2013 General Fund Budget and approve a supplemental appropriation in the amount of \$1,852,000 to replace capital assets.

Issue: Town Council resolutions to set aside funds for the Capital Asset Replacement Reserve require the Council and Town Manager determine the use for the funds before expending them. The estimated cost for the items included in the proposed \$1,852,000 supplemental appropriation are: \$1,104,000 for vehicles and equipment; \$110,000 to replace the Town non-public safety radio system to meet FCC narrow band regulations; \$100,000 to repave the Public Works facility parking lot; \$40,000 to replace the Fleet Maintenance vehicle lift; \$318,000 to replace HVAC systems at Town Hall and Ida Lee Recreation Center; \$40,000 to replace the lighting and ceiling tiles in the men and women locker rooms; and \$140,000 for the IT server and infrastructure upgrade.

Fiscal Impact: The source of funds includes \$168,000 in 2007 Bond Anticipation Note interest to replace the HVAC system and pool locker room lighting and ceiling tiles at Ida Lee Recreation Center, and \$1,684,000 from the Capital Asset Replacement Reserve (CARR) for replacement of the remaining items listed above. There are sufficient funds in the CARR for the supplemental appropriation.

Background: Effective with the FY 2011 General Fund Budget, a Capital Asset Replacement Reserve was established to facilitate the smooth and orderly repair and replacement of capital assets associated with Town-owned buildings. Council Resolution 2012-030 adopted on March 13, 2012 expanding the use of CARR to the replacement of vehicles and heavy equipment.

The proposed resolution is attached for your review.

PRESENTED September 25, 2012

RESOLUTION NO. _____

ADOPTED _____

A RESOLUTION: AMENDING THE FY 2013 GENERAL FUND BUDGET AND MAKING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$1,852,000 FOR THE REPLACEMENT OF CAPITAL ASSETS

WHEREAS, the Town Council passed Resolution 2010-072 establishing the Capital Asset Replacement Reserve for the routine replacement, renovation, and repair of General Fund facilities and equipment; and

WHEREAS, the Council passed Resolution 2012-030 expanding use of the Capital Asset Replacement Reserve to include the replacement of vehicles and heavy equipment; and

WHEREAS, the Town Council and Town Manager have determined an immediate need to: (1) replace vehicles and equipment, (2) replace the Town non-public safety radio system to meet FCC narrow band regulations, (3) repave the Public Works facility parking lot, (4) replace the vehicle lift used in the Fleet Maintenance Shop, (5) replace HVAC units at Town Hall add Ida Lee Recreation Center, (6) replace Ida Lee Recreation Center lighting and ceiling tiles in the men and women pool locker rooms, and (7) replace and upgrade Town IT server and infrastructure; and

WHEREAS, the estimated cost of the items is \$1,852,000 to include: \$1,104,000 to replace vehicles and equipment, \$110,000 to replace the Town non-public safety radio system to meet FCC narrow band regulations; \$100,000 to repave the Public Works facility parking lot; \$40,000 to replace the Fleet Maintenance vehicle lift; \$318,000 to replace HVAC systems at Town Hall and Ida Lee Recreation Center; \$40,000 to replace the lighting and ceiling tiles in the Ida Lee Recreation Center men and women pool locker rooms; and \$140,000 for the IT server and infrastructure replacement and upgrade; and

A RESOLUTION: AMENDING THE FY 2013 GENERAL FUND BUDGET AND MAKING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$1,852,000 FOR THE REPLACEMENT OF CAPITAL ASSETS

WHEREAS, in accordance with Sections 15.2-1427 and 15.2-2507 of the Code of Virginia, a public hearing was held on September 25, 2012 because the supplemental appropriation request exceeds by more than one percent (\$888,546) the FY 2013 Adopted Town Budget of \$88,854,614.

THEREFORE, RESOLVED, by the Council of the Town of Leesburg in Virginia that the General Fund Budget is amended and a supplemental appropriation is made in the amount of \$1,850,000 for the acquisition of the above mentioned items.

The source of funds includes \$168,000 in 2007 Bond Anticipation Note interest to replace the HVAC system and pool locker room lighting and ceiling at Ida Lee Recreation Center, and \$1,684,000 from the Capital Asset Replacement Reserve for replacement of the remaining items listed above.

PASSED this _____ day of September, 2012.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council