



Date of Council Meeting: April 22, 2014

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

TO: John Wells, Town Manager

Subject: Reimbursement for Additional Police Services Provided Through Overtime Assignments to Various Schools, Businesses and other Events.

Staff Contact: Joseph R. Price, Chief of Police

Recommendation: Town Council amends the Fiscal Year 2014 General Fund Budget and makes a supplemental appropriation in the amount of \$97,506.59 to the Fiscal Year 2014 Police Department Budget for reimbursement of police services.

Issue: Acceptance of the reimbursement received for additional services provided by the police department to various schools, businesses and other entities and make a supplemental appropriation to the Fiscal Year 2014 police department budget.

Background: The Leesburg Police Department (LPD), from time to time, provides additional support to Leesburg schools and businesses with police services staffed by off-duty officers compensated in an overtime capacity. These services are provided on an hourly-fee basis as agreed to by the parties and the department invoices the appropriate parties. While LPD provides support to private events and activities around Town in the interest of public safety, the additional costs cannot nor should not be absorbed in the police budget. The Fiscal Year 2014 General Fund Budget needs to be amended to accept these funds and appropriations to the Fiscal Year 2014 Police Budget need to be made to offset expenditures in LPDs salary and benefits budget. This results in increased fiscal pressures on the department because LPD is unable to absorb the costs within its existing appropriation.

In consultation with the Department of Finance and the Town Manager's Office, LPD is bringing forward a request to Council to make a supplemental appropriation in an amount commensurate to the invoiced reimbursement of services.

This process will not only help provide greater transparency, but also alleviate fiscal pressures during the course of the year and further allows for a more efficient allocation of police resources.

IMPACT ON BUDGET: The General Fund revenue and expenditures budget will be amended by commensurate and offsetting amounts.

Attachments (2)
Resolution
Spreadsheet of Reimbursements

FY14 POLICE SERVICES BILLING

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL BILLED	TOTAL RECEIVED
CIVIL		\$4.75			\$4.75	
COBB	\$10,380.00	\$7,170.00	\$13,740.00		\$31,290.00	\$24,420.00
SCHOOL		\$10,350.00	\$2,350.00		\$12,700.00	\$12,700.00
EVENT	\$4,920.00	\$11,750.00	\$540.00		\$17,210.00	\$16,810.00
TRAFFIC		\$16,310.00	\$4,330.00		\$20,640.00	\$19,560.00
WEGMANS			\$3,180.00		\$3,180.00	\$3,180.00
TOTALS	\$15,300.00	\$45,584.75	\$24,140.00		\$85,024.75	\$76,670.00

GRANT REIMBURSEMENT

	1ST QTR	2ND QTR	3RD QTR	4TH QTR		Total Received
VA State Police ICAC Grant		\$5,800.11				\$5,800.11

GANG TASK FORCE

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL BILLED	TOTAL RECEIVED
TOWN OF VIENNA	\$8,518.07	\$6,518.41			\$15,036.48	\$15,036.48
TOTALS	\$8,518.07	\$6,518.41			\$15,036.48	\$15,036.48

TOTAL REIMBURSEMENT THROUGH 2ND QUARTER

\$97,506.59

TOTAL OWED
\$4.75
\$6,870.00
\$400.00
\$1,080.00
\$8,354.75

PRESENTED April 22, 2014

RESOLUTION NO. _____

ADOPTED _____

A RESOLUTION: APPROVING AMENDMENTS TO THE FISCAL YEAR 2014 GENERAL FUND BUDGET, AND MAKING APPROPRIATIONS TO THE FISCAL YEAR 2014 POLICE BUDGET FOR \$97,506.59 AWARDED THROUGH A SERIES OF REIMBURSEMENTS FOR ADDITIONAL POLICE SERVICES COVERED THROUGH OVERTIME ASSIGNMENTS.

WHEREAS, the Leesburg Police Department provides additional services to schools and businesses located in the town staffed by off-duty officers in an overtime capacity; and

WHEREAS, police services are provided on hourly-fee basis as agreed to by the parties; and

WHEREAS, the cost to provide police services on a reimbursement basis is absorbed in the Leesburg Police Departments budget resulting in fiscal stress; and

WHEREAS, the Leesburg Police Department is requesting that Council approve a supplemental appropriation in an amount commensurate to the reimbursement of services revenue invoiced.

THEREFORE, RESOLVED, by the Council of the Town of Leesburg in Virginia that the Fiscal Year 2014 General Fund budget for the Leesburg Police Department is hereby amended and a supplemental appropriation in the amount of \$97,506.59 be made to the Leesburg Police Department Fiscal Year 2014 Budget in order to offset the costs of additional police services provided.

A RESOLUTION: APPROVING AMENDMENTS TO THE FISCAL YEAR 2014 GENERAL FUND BUDGET, AND MAKING APPROPRIATIONS TO THE FISCAL YEAR 2014 POLICE BUDGET FOR \$97,506.59 AWARDED THROUGH A SERIES OF REIMBURSEMENTS FOR ADDITIONAL POLICE SERVICES COVERED THROUGH OVERTIME ASSIGNMENTS.

PASSED this _____ day of _____ 2014.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council

R14: LPD Reimbursement for contract services