



Date of Council Meeting: June 14, 2016

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Supplemental Appropriation of Virginia Municipal League Insurance Payments

Staff Contact: Renée M. LaFollette, P.E., Director of Public Works and Capital Projects

Council Action Requested: An appropriation by the Town Council is needed to amend the Fiscal Year 2016 General Fund Operating Budget for the Department of Public Works and Capital Projects in the amount of \$4,758.74 resulting from Virginia Municipal League Insurance payments.

Staff Recommendation: It is recommended that the Town Council adopt a Resolution approving a supplemental appropriation in the amount of \$4,758.74 to the Fiscal Year 2016 operating budget for the Department of Public Works and Capital Projects.

Commission Recommendation: Not Applicable.

Fiscal Impact: The requested supplemental appropriation of \$4,758.74 is to be used for the repair of Town vehicles.

The funds for this appropriation derive from insurance payments made to the Town by its insurance carrier which is the Virginia Municipal League. These funds are needed for projected repair costs of Town vehicles for the remainder of the fiscal year.

Work Plan Impact: None. Repair of Town vehicles is part of the current work plan for Public Works and Capital Projects.

Executive Summary: Each Fiscal Year, the Department of Public Works and Capital Projects includes approximately \$10,000 for repair of damaged vehicles. During the year, as claims are filed, the Town's insurance carrier, Virginia Municipal League (VML) makes payments to the Town to cover the insured portion of the repair costs. A supplemental appropriation is required by Town Council in order to expend the \$4,758.74 in payments received to date.

Background: In October 2015, the Town requested a supplemental appropriation for five (5) Town vehicles that had been in accidents from July to October 2015. The amount of that supplemental appropriation was \$7,743.29. Since that time, three (3) Town vehicles have been in accidents, and the cost to repair these vehicles totals \$6,213.49.

Insurance claims were filed with our insurance company to cover the repair costs. The Town has received a total of \$4,758.74 in insurance payments for repair of the three (3) damaged vehicles. An appropriation of the received insurance payments to date for the Fiscal Year 2016 budget is needed to cover anticipated vehicle repairs for the remainder of the fiscal year.

Attachment: Resolution

PRESENTED: June 14, 2016

RESOLUTION NO. 2016-

ADOPTED: _____

A RESOLUTION: AMENDING THE FISCAL YEAR 2016 GENERAL FUND BUDGET AND MAKING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$4,758.74 FROM INSURANCE PAYMENTS FROM VIRGINIA MUNICIPAL LEAGUE FOR THE REPAIR OF TOWN VEHICLES

WHEREAS, the Town's Department of Public Works and Capital Projects maintains and repairs Town vehicles; and

WHEREAS, the Town has received insurance payments in the amount of \$4,758.74 from VML for the repair of Town vehicles; and

WHEREAS, the insurance payments have been deposited in the Town's General Fund.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Fiscal Year 2016 General Fund Operating Budget is hereby amended and a supplemental appropriation is made in the amount of \$4,758.74 for the Department of Public Works and Capital Projects for the fiscal year beginning July 1, 2015 and ending June 30, 2016.

PASSED this 14th day of June, 2016.

David S. Butler, Mayor
Town of Leesburg

ATTEST:

Clerk of Council