

FORSYTH COUNTY
BOARD OF COMMISSIONERS

**BRIEFING
DRAFT**

MEETING DATE: DECEMBER 19, 2016

AGENDA ITEM NUMBER: 4

SUBJECT: AMENDMENT TO THE FY 2016-2017 BUDGET ORDINANCE TO APPROPRIATE RESTRICTED FUND BALANCE TO FUND PRIOR YEAR OUTSTANDING ENCUMBRANCES (NON-DEPARTMENTAL)

COUNTY MANAGER'S RECOMMENDATION OR COMMENTS:-

SUMMARY OF INFORMATION:

Each year, the adopted budget includes funds to cover prior year encumbrances. For FY 2016-2017, \$2,000,000 was budgeted in Non-Departmental to fund prior year encumbrances. For FY 2015-2016, actual outstanding encumbrances as of June 30, 2016 totaled \$2,576,490.86. Of the outstanding encumbrances, \$1,449,989 represents the contract with Farragut Systems, Inc. for the NCACC Collaborative Property Tax System (NCPTS) authorized in FY 2013.

This Budget Ordinance Amendment appropriates \$576,490.86 of Restricted Fund Balance to fund these outstanding obligations.

Excluding the Tax System contract, total prior year encumbrances would have been \$1,107,001.86 and the \$2,000,000 budgeted would have sufficiently covered these outstanding obligations.

A list of the outstanding encumbrances is attached hereto and incorporated herein by reference.

ATTACHMENTS: yes no

SIGNATURE: _____

COUNTY MANAGER

DATE: _____

**FORSYTH COUNTY, NORTH CAROLINA
AMENDMENT TO
2016-2017 BUDGET ORDINANCE**

FROM: BUDGET & MANAGEMENT

MEETING DATE: December 19, 2016

EXPLANATION:

Each year, the adopted budget includes funds to cover prior year encumbrances. For FY 2016-2017, \$2,000,000 was budgeted in Non-Departmental to fund prior year encumbrances. For FY 2015-2016, actual outstanding encumbrances as of June 30, 2016 totaled \$2,576,490.86. Of the outstanding encumbrances, \$1,449,989 represents the contract with Farragut Systems, Inc. for the NCACC Collaborative Property Tax System (NCPTS) authorized in FY 2013.

This Budget Ordinance Amendment appropriates \$576,490.86 of Restricted Fund Balance to fund these outstanding obligations.

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A list of the outstanding encumbrances is attached hereto and incorporated herein by reference.

BE IT ORDAINED BY THE FORSYTH COUNTY BOARD OF COMMISSIONERS THAT THE FISCAL YEAR 2016-2017 BUDGET ORDINANCE IS HEREBY AMENDED AS FOLLOWS:

INCREASE:	<u>SECTION 1. REVENUE</u>	
	GENERAL FUND	<u>\$576,490.86</u>
	OTHER FINANCING SOURCES (990001-1900)	
DECREASE:	<u>SECTION 2. APPROPRIATIONS.</u>	
	GENERAL FUND	<u>\$2,000,000</u>
	NON-DEPARTMENTAL (990001-7910)	

NATURE OF TRANSACTION:	APPROVED BY BOARD OF COUNTY
<input type="checkbox"/> Additional Revenue Available	COMMISSIONERS AND ENTERED ON
<input type="checkbox"/> Transfer within Accounts of	MINUTES DATED _____
Same fund	AGENDA ITEM NUMBER _____
<input checked="" type="checkbox"/> Other: Appropriate Unreserved Fund Balance for outstanding PY Obligations	

Forsyth County, NC
 Prior Year Encumbrances
 as of June 30, 2016

Department	Vendor Number	Contract, PO, or RQ	Encumbrance Remaining
Animal Control			
<i>Datamax Corporation</i>	88018062	CE160335	\$ 27,597.50
Total Animal Control			27,597.50
Interagency Communications			
<i>Sprinkle Alton</i>	88004463	CE160403	\$ 10,600.00
Total Interagency Communications			10,600.00
Sheriff			
<i>Sungard</i>	88003961	CE150397	\$ 4,700.00
<i>Sungard</i>	88003961	CE150397	\$ 500.00
<i>American Uniform Sales, Inc.</i>	88006500	CE150272	\$ 36,510.05
<i>American Uniform Sales, Inc.</i>	88006500	CE150272	\$ 11,250.00
<i>Lawmen's Safety Supply, Inc.</i>	88020443	PO160729	\$ 10,073.99
<i>Brownells, Inc.</i>	88010928	PO160732	\$ 4,716.00
<i>American Uniform Sales, Inc.</i>	88006500	PO160744	\$ 2,209.05
<i>Lawmen's Safety Supply, Inc.</i>	88020443	PO160747	\$ 3,892.95
<i>Dana Safety Supply, Inc.</i>	88021203	PO160684	\$ 4,072.50
<i>Alfred Williams and Co.</i>	88000285	PO160735	\$ 7,259.56
<i>American Uniform Sales, Inc.</i>	88006500	CE150272	\$ 1,000.00
<i>Dana Safety Supply, Inc.</i>	88021203	PO160754	\$ 6,805.00
<i>American Uniform Sales, Inc.</i>	88006500	CE150272	\$ 37,874.15
<i>American Uniform Sales, Inc.</i>	88006500	CE150272	\$ 11,250.00
<i>Faison Office Products, Inc.</i>	88000574	PO160728	\$ 12,019.89
<i>American Uniform Sales, Inc.</i>	88006500	PO160737	\$ 8,400.45
<i>Mobile Communications, Inc.</i>	88030499	PO160746	\$ 14,627.25
<i>City of Winston-Salem</i>	88000367	CE160177	\$ 51,747.00
Total Sheriff			\$ 228,907.84
Emergency Services			
<i>City View Volunteer Fire Department</i>	88015582	CE160255	\$ 9,045.00
Total Emergency Services			\$ 9,045.00
Environmental Assistance and Protection			
<i>Roy Consulting Group Corporation</i>	88030617	CE150386	\$ 700.00
Total Environmental Assistance and Protection			\$ 700.00
Department of Social Services			
<i>Harvest Homes and Handi Houses</i>	88031371	PO160708	\$ 3,810.50
Total Department of Social Services			\$ 3,810.50
NC Cooperative Extension			
<i>Glenn M. Simmons, Jr.</i>	88030935	CE160272	\$ 2,800.00
Total NC Cooperative Extension			\$ 2,800.00

Forsyth County, NC
Prior Year Encumbrances
as of June 30, 2016

Department	Vendor Number	Contract, PO, or RQ	Encumbrance Remaining
Library			
<i>University Products, Inc.</i>	88031296	PO160603	\$ 227.00
<i>Comprise Technologies, Inc.</i>	88019944	PO160619	\$ 7,600.00
<i>Comprise Technologies, Inc.</i>	88019944	PO160619	\$ 2,850.00
<i>Comprise Technologies, Inc.</i>	88019944	PO160743	\$ 1,375.00
<i>Kurzweil Educational Systems</i>	88000658	PO160749	\$ 510.00
<i>The Paige Company Containers, Inc.</i>	88007678	PO160233	\$ 303.60
<i>Graybar Electric Company, Inc.</i>	88008725	PO160718	\$ 1,374.26
<i>Comprise Technologies, Inc.</i>	88019944	PO160743	\$ 6,365.00
<i>Nations Bus Corp.</i>	88031164	PO160518	\$ 98,160.00
<i>Demco, Inc.</i>	88003538	PO160713	\$ 1,499.99
<i>The Library Store, Inc.</i>	88028820	PO160762	\$ 895.08
<i>Demco, Inc.</i>	88003538	PO160320	\$ 449.75
<i>Nations Bus Corp.</i>	88031164	PO160518	\$ 6,041.00
<i>Culver Rufus Dale, Jr.</i>	88013817	PO160554	\$ 3,226.57
<i>Culver Rufus Dale, Jr.</i>	88013817	PO160554	\$ 1,446.38
<i>Demco, Inc.</i>	88003538	PO160650	\$ 180.00
<i>Demco, Inc.</i>	88003538	PO160650	\$ 20.00
<i>Hoover Enterprises, Inc.</i>	88031355	PO160702	\$ 262.79
<i>West Jefferson Office Equipment, Inc.</i>	88021241	PO160741	\$ 6,518.59
<i>The Library Store, Inc.</i>	88028820	PO160762	\$ 992.00
Total Library			\$ 140,297.01
Parks and Recreation			
<i>Saf-Gard Safety Shoe Company</i>	88012163	PO140005	\$ 390.26
<i>The Charleston Mortgage Company, Inc.</i>	88023136	CE160368	\$ 4,625.00
<i>Earthtek Services, LLC</i>	88031364	CE160387	\$ 14,040.00
<i>Saf-Gard Safety Shoe Company</i>	88012163	PO140005	\$ 1,089.18
Total Parks and Recreation			\$ 20,144.44
Housing and Community Development			
<i>Stimmel Associates, P.A.</i>	88007391	CE160410	\$ 23,106.55
Total Housing and Community Development			\$ 23,106.55
Budget and Management			
<i>Tridata, LLC</i>	88031242	CE160365	\$ 37,690.35
Total Budget and Management			\$ 37,690.35
MIS			
<i>Oracle America</i>	88017575	CE150227	\$ 10,178.87
<i>Church Interiors Audio and Video, Inc.</i>	88030798	CE160408	\$ 6,153.00
<i>Oracle America</i>	88017575	PO160017	\$ 628.03
<i>Oracle America</i>	88017575	PO160019	\$ 628.03
<i>Onecbi, LLC</i>	88031171	PO160724	\$ 6,633.20
<i>Veristor Systems, Inc.</i>	88031488	PO160759	\$ 22,259.00
Total MIS			\$ 46,480.13

Forsyth County, NC
 Prior Year Encumbrances
 as of June 30, 2016

Department	Vendor Number	Contract, PO, or RQ	Encumbrance Remaining
Finance			
<i>Cavanaugh McDonald Consulting, LLC</i>	88024808	CE090393	\$ 5,500.00
<i>Cherry Bekaert, LLP</i>	88016987	CE140171	\$ 15,055.00
<i>Mark III Brokerage, Inc.</i>	88013401	CE160341	\$ 65,000.00
<i>Jordan Actuarial Services</i>	88011060	CE160405	\$ 15,000.00
<i>Cavanaugh McDonald Consulting, LLC</i>	88024808	CL160328	\$ 643.50
<i>Cavanaugh McDonald Consulting, LLC</i>	88024808	CL160329	\$ 500.00
Total Finance			\$ 101,698.50
General Services			
<i>West Chatham Warning Devices, Inc.</i>	88004263	PO160679	\$ 5,220.00
Total General Services			\$ 5,220.00
MapForsyth			
<i>Spatial Focus, LLC</i>	88030827	CE160046	\$ 44,780.00
<i>Environmental Systems Research Institute</i>	88028218	CE160290	\$ 8,645.04
<i>RGA and Associates, Inc.</i>	88031173	CE160360	\$ 25,000.00
Total MapForsyth			\$ 78,425.04
Economic Development			
<i>Loftis Appraisal Company</i>	88007661	CE160380	\$ 3,375.00
<i>Winston-Salem Business, Inc.</i>	88000137	CE160400	\$ 290,430.00
Total Economic Development			\$ 293,805.00
Attorney			
<i>Womble, Carlyle, Sandridge & Rice</i>	88007782	CE160406	\$ 1,449.00
Total Attorney			\$ 1,449.00
Commissioners & Manager's Office			
<i>Municipal Code Corporation</i>	88004125	CE160189	\$ 1,225.00
<i>ICMA-RC</i>	88031181	CE160357	\$ 3,000.00
Total Commissioners & Manager's Office			\$ 4,225.00
Tax Administration			
<i>Tax Management Associates, Inc.</i>	88005112	CE070067	\$ 19,500.00
<i>Farragut Systems, Inc.</i>	88013820	CE130229	\$ 15,550.00
<i>Farragut Systems, Inc.</i>	88013820	CE130229	\$ 1,434,439.00
Total Tax Administration			\$ 1,469,489.00
Non-Departmental			
<i>Cherry Bekaert, LLP</i>	88016987	CE160383	\$ 71,000.00
Total Non-Departmental			\$ 71,000.00
Total Prior Year Encumbrances			\$ 2,576,490.86
Appropriated in FY 2017 Budget			\$ 2,000,000.00
Additional Appropriation Needed			\$ (576,490.86)