

NORTHAMPTON COUNTY



TO: Board of Supervisors
FROM: John J. Andrzejewski, Director of Finance
DATE: June 14, 2016
RE: Budget Amendments and Appropriations – FY 2016

Your approval is respectfully requested for the following budget amendments and supplemental appropriations:

\$25,000 – This represents a budget increase to Contracted Housing to cover costs to the end of FY 2016. Funds to be taken from the Undesignated Balance.

\$10,208 – This represents a transfer of lapsed Compensation Board payroll funds from the Jail Fund to the Sheriff's Police Supplies budget.

\$8,600 – This represents a transfer of lapsed Compensation Board payroll funds from the Jail Fund to the Sheriff's Police Supplies budget.

\$3,126.15 – This represents an insurance claim reimbursement for damage to a vehicle net of a \$250 deductible. Funds to be placed in the Sheriff's Vehicle Supplies budget line.

\$248.80 – This represents an insurance claim reimbursement for damage to a vehicle net of a \$250 deductible. Funds to be placed in the Sheriff's Vehicle Supplies budget line.

\$423 – The represents the use of the Commonwealth Attorney's use of State Asset Forfeiture for office renovations.

DATE: _____

Chairman, Northampton County

Norfolk Juvenile Detention Center Expenses
(\$103 per diem)

MONTH	AMOUNT	BALANCE
Budgeted		\$ 30,000
August	\$ 515	\$ 29,485
September	\$ 3,193	\$ 26,292
October	\$ 2,781	\$ 23,511
November	\$ 3,090	\$ 20,421
December	\$ 6,901	\$ 13,520
January	\$ 4,223	\$ 9,297
February	\$ 6,077	\$ 3,220
March	\$ 5,562	\$ (2,342)
April	\$ 5,665	\$ (8,007)
May	\$ 4,532	\$ (12,539)
June*	\$ 12,500	\$ (25,039)

* Estimated June plus 30-day accrual

Northampton Co

myFavorites | Financial Management | Human Resources | Maintenance

2 1488

G/L Account Inquiry - 100-3303-50910 - Contracted Housing

Fiscal Year

G/L Account

Annual Totals Reclass Journal Type

Classification **Operating, Contractual Services** Fiscal Year 2016

	Amended Budget	Encumbrances	Expenses	YTD Balance	Percent Used
	\$30,000.00	\$0.00	\$42,539.00	-\$12,539.00	142%

Month	Budget	Amendments	Encumbrances	Expenses	Current YTD Balance	Percent Used
July	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0 %
August	\$0.00	\$0.00	\$0.00	\$515.00	\$29,485.00	2 %
September	\$0.00	\$0.00	\$0.00	\$3,193.00	\$26,292.00	12 %
October	\$0.00	\$0.00	\$0.00	\$2,781.00	\$23,511.00	22 %
November	\$0.00	\$0.00	\$0.00	\$0.00	\$23,511.00	22 %
December	\$0.00	\$0.00	\$0.00	\$3,090.00	\$20,421.00	32 %
January	\$0.00	\$0.00	\$0.00	\$11,124.00	\$9,297.00	69 %
February	\$0.00	\$0.00	\$0.00	\$6,077.00	\$3,220.00	89 %
March	\$0.00	\$0.00	\$0.00	\$5,562.00	-\$2,342.00	108 %
April	\$0.00	\$0.00	\$0.00	\$5,665.00	-\$8,007.00	127 %
May	\$0.00	\$0.00	\$0.00	\$4,532.00	-\$12,539.00	142 %
June	\$0.00	\$0.00	\$0.00	\$0.00	-\$12,539.00	142 %
Total	\$30,000.00	\$0.00	\$0.00	\$42,539.00	-\$12,539.00	142 %

- 001 - Central Depository
- 005 - General Fixed Asset Account Grp.
- 008 - General Long Term Debt
- 100 - General
 - 0011 - General Property Taxes
 - 0012 - Other Local Taxes
 - 0013 - Permits, Privilege Fees & Reg Lic
 - 0014 - Fines & Forfeitures
 - 0015 - Use of Money & Property
 - 0016 - Charges for Services
 - 0018 - Miscellaneous
 - 0019 - Recovered Costs
 - 0021 - Payments in Lieu of Taxes
 - 0022 - Non-Categorical
 - 0023 - Shared Expenses
 - 0026 - State Categorical Aid-Other
 - 0035 - Federal Categorical Aid-Other
 - 0043 - Financing Proceeds
 - 0044 - Transfer from Other Funds
 - 0045 - Appropriated Fund Balance
 - 1101 - Board of Supervisors
 - 1201 - County Administrator
 - 1204 - County Attorney
 - 1208 - Independent Auditor
 - 1209 - Commissioner of the Revenue
 - 1210 - General Reassessment
 - 1213 - County Treasurer
 - 1220 - Finance
 - 1240 - Information Technology
 - 1301 - Electoral Board
 - 1302 - Re-Districting/Census
 - 2101 - Circuit Court
 - 2102 - General District Court
 - 2103 - Magistrates



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification	Journal Type
1220 - Finance	2016-00004488	BA	GL	06/14/2016	BOS - Judicial Court Services - Contract Housing	sae	Board Approved - Board Approved Journal		
		<i>Account Description</i>			<i>Description</i>	<i>Source</i>		<i>Debit Amount</i>	<i>Credit Amount</i>
06/14/2016	100-3303-50910	Contracted Housing			BOS - Judicial Court Services - Contract Housing	sae		25,000.00	.00
06/14/2016	100-0045-49000	Appropriated Fund Balance			BOS - Judicial Court Services - Contract Housing	sae		25,000.00	.00
								\$50,000.00	\$.00

Number of Entries: 2



Office of the Sheriff Northampton County

5211 The Hornes • P.O. Box 68 • Eastville, Virginia 23347-0068
Telephone (757) 678-0495 • Fax (757) 678-0494



David L. Doughty, Jr.
Sheriff

To: Katie Nunez, County Administrator,
John Andrzejewski, Finance Director

From: David L. Doughty Jr., Sheriff 

Re: Comp Board Fund Transfer

Date: June 1, 2016

We have asked the Comp Board to transfer \$10,208, from vacancy savings. I am asking that you transfer the \$10,208 to Police Supplies (100-3102-55950). Please let me know if there is anything else that you may need.



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification	Journal Type
1220 - Finance	2016-00004489	BA	GL	06/14/2016	Vacancy Savings - transfer for Police Supplies 6/1/16	sae	Board Approved - Board Approved Journal		
		<i>G/L Account Number</i>	<i>Account Description</i>	<i>Description</i>	<i>Source</i>			<i>Debit Amount</i>	<i>Credit Amount</i>
06/14/2016	100-0023-42825	Sheriff	Vacancy Savings - transfer for Police Supplies 6/1/16	Vacancy Savings - transfer for Police Supplies 6/1/16	sae			10,208.00	.00
06/14/2016	100-3102-55950	Police Supplies - Other	Vacancy Savings - transfer for Police Supplies 6/1/16	Vacancy Savings - transfer for Police Supplies 6/1/16	sae			10,208.00	.00
06/14/2016	225-0023-42850	ES Regional Jail	Vacancy Savings - transfer for Police Supplies 6/1/16	Vacancy Savings - transfer for Police Supplies 6/1/16	sae			.00	10,208.00
06/14/2016	225-3302-50000	Salaries & Wages-Regular	Vacancy Savings - transfer for Police Supplies 6/1/16	Vacancy Savings - transfer for Police Supplies 6/1/16	sae			.00	10,208.00
								\$20,416.00	\$20,416.00

Number of Entries: 4



Office of the Sheriff Northampton County

5211 The Hornes • P.O. Box 68 • Eastville, Virginia 23347-0068
Telephone (757) 678-0495 • Fax (757) 678-0494



David L. Doughty, Jr.
Sheriff

To: Katie Nunez, County Administrator,
John Andrzejewski, Finance Director

From: David L. Doughty Jr., Sheriff 

Re: Comp Board Fund Transfer

Date: May 5, 2016

We have asked the Comp Board to transfer \$8,600, from vacancy savings. I am asking that you transfer the \$8,600 to Police Supplies (100-3102-55950). Please let me know if there is anything else that you may need.



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification	Journal Type
1220 - Finance	2016-00004491	BA	GL	06/14/2016	Vacancy Savings -transfer to Police Supplies 5/5/16	sae	Board Approved - Board Approved Journal		
	<i>G/L Account Number</i>	<i>Account Description</i>		<i>Description</i>	<i>Source</i>			<i>Debit Amount</i>	<i>Credit Amount</i>
06/14/2016	100-0023-42825	Sheriff		Vacancy Savings -transfer to Police Supplies 5/5/16	sae			8,600.00	.00
06/14/2016	100-3102-55950	Police Supplies - Other		Vacancy Savings -transfer to Police Supplies 5/5/16	sae			8,600.00	.00
06/14/2016	225-0023-42850	ES Regional Jail		Vacancy Savings -transfer to Police Supplies 5/5/16	sae			.00	8,600.00
06/14/2016	225-3302-50000	Salaries & Wages-Regular		Vacancy Savings -transfer to Police Supplies 5/5/16	sae			.00	8,600.00
								\$17,200.00	\$17,200.00

Number of Entries: 4



VACORP

1315 Franklin Road, SW
Roanoke, Virginia 24016

540.345.8500
toll free 888.822.6772
fax 540.345.5330
toll free 877.212.8599

May 27, 2016

Northampton County
P.O. Box 66
Eastville, VA 23347

Attention: Janice K. Williams
Assistant to the County Administrator

Virginia Association of Counties Group Self-Insurance Risk Pool
Member: Northampton County
Claim Number: 0632016159585
Date of Loss: 04-28-16

Dear Ms. Williams:

Enclosed please find a VACORP property damage check in the amount of \$3,126.15 to cover the repair cost to the 2012 Dodge Charger VIN#2863 that struck a dog. This amount was determined by the \$3,376.15 Rock's Body Shop estimate that was submitted after the \$250.00 comprehensive deductible was applied.

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Maddox".

Melissa Maddox, AIC, AIS
Claims Specialist

Enc. - check

COMMONWEALTH OF VIRGINIA
County of Northampton
COUNTY TREASURER
Eastville, VA

14981

TO:

VACORP

RECEIPT FOR

ITEMS

Insurance claim retrib.

Sheriff's incident of

4/28/16

3,126.15

Please transfer to the Sheriff's
Vehicle Supplies line item

(100-3102-55600)
janice

TOTAL.....

3,126.15

ck 212739

RECEIVED 6/3/16
COUNTY TREASURER

BY





Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification	Journal Type
1220 - Finance	2016-00004490	BA	GL	06/14/2016	BOS - Insurance Claim-Sheriff 2012 Dodge # 2863	sae	Board Approved - Board Approved Journal		
					<i>Account Description</i>	<i>Source</i>		<i>Debit Amount</i>	<i>Credit Amount</i>
					Insurance Adjustments	sae		3,126.00	.00
					Vehicle & Equip Supplies - Other	sae		3,126.00	.00
								\$6,252.00	\$.00

Number of Entries: 2



VACORP

May 5, 2016

Northampton County
P.O. Box 66
Eastville, VA 23347

1315 Franklin Road, SW
Roanoke, Virginia 24016

540.345.8500
toll free 888.822.6772
fax 540.345.5330
toll free 877.212.8599

Attention: Janice K. Williams
Assistant to the County Administrator

Virginia Association of Counties Group Self-Insurance Risk Pool
Member: Northampton County
Claim Number: 0632016158518
Date of Loss: 04-26-16

Dear Ms. Williams:

Enclosed please find a VACORP property damage check in the amount of \$248.80 to cover the repair cost to the 2015 Dodge Charger VIN#7544. This amount was determined by the Rock's Body Shop estimate that was submitted for \$498.80 after the \$250.00 collision deductible was applied.

If you should have any questions regarding this payment, please feel comfortable to call our office.

Sincerely,

A handwritten signature in cursive script that reads "Melissa Maddox".

Melissa Maddox, AIC, AIS
Claims Specialist

Enc. - check

COMMONWEALTH OF VIRGINIA 14974
County of Northampton
COUNTY TREASURER
Eastville, VA

TO: VACORP

RECEIPT FOR

ITEMS

Insurance claim reimb.
4/26/16 incident of
Sheriff's Office
248.80

Please transfer to the Sheriff's Vehicle
& Equipment Supplies line item
(100-3102-55600)

Janice

TOTAL..... 248.80

ck 209298

RECEIVED 5/24/16
COUNTY TREASURER

BY PBE



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification Journal Type
1220 - Finance	2016-00004486	BA	GL	06/14/2016	BOS - Insurance claim - 2015 Dodge #7544	sae	Board Approved - Board Approved Journal	
	<i>G/L Account Number</i>	<i>Account Description</i>		<i>Description</i>	<i>Source</i>			<i>Debit Amount</i> <i>Credit Amount</i>
06/14/2016	100-0018-42075	Insurance Adjustments		BOS - Insurance claim - 2015 Dodge #7544	sae			249.00 .00
06/14/2016	100-3102-55600	Vehicle & Equip Supplies - Other		BOS - Insurance claim - 2015 Dodge #7544	sae			249.00 .00
								<u>\$498.00</u> <u>\$.00</u>

Number of Entries: 2

ONANCOCK BUILDING SUPPLY, INC.

135 Market Street
 Onancock, VA 23417
 Phone 757-787-2000
 Fax 757-787-8689

FUND #	DEPT #	PAGE NO	AUTH #
100	4300	50800	M7
	2001		

PLEASE REMIT TO P.O. BOX 219 ONANCOCK
 VA 23417

NORTHAMPTON CTY. BD. OF SUPERV.
 MAINTENANCE DEPT.
 PO BOX 66
 EASTVILLE
 (757) 678-0444

CUST # 5459
 TERMS: NET 10TH
 P.O. # BRUCE JONES
 REF. # PO # BRUCE JONES

INV # 145592/2
 DATE : 5/26/16
 CLERK: BJ
 TERM # 573

TIME : 8:39

 * INVOICE *

QUANTITY	UM	ITEM	DESCRIPTION	SUG. PRICE	PRICE / PER	EXTENSION
1	EA	325951	QT DARK WALNUT WOOD FINISH	8.99	8.09 /EA	8.09 N
1	EA	294207	GAL GLS Polyurethane	34.99	34.99 /EA	34.99 N
3	EA	34AC	3/4 AC FIR EXTERIOR	57.50	51.75 /EA	155.25 N
2	EA	14AC	1/4 AC FIR EXTERIOR	40.75	36.68 /EA	73.36 N
32	FT	112SE	LIN FT 1 X 12SELECT EASTERN PINE	4.01	3.61 /FT	115.52 N
				<i>100-0044-48050</i>		
				** AMOUNT CHARGED TO ACCOUNT **		387.21
				TAXABLE		0.00
				NON-TAXABLE		387.21
				SUB-TOTAL		387.21
				TAX AMOUNT		0.00
				TOTAL INVOICE		387.21

(EDWARD KUHN - MAI)

X *Edward Kuhn*

Received By

ONANCOCK BUILDING SUPPLY, INC.

135 Market Street
 Onancock, VA 23417
 Phone 757-787-2000
 Fax 757-787-8689

5254 Newman Lane
 Eastville, VA 23347
 Phone 757-678-5335
 Fax 757-678-0035

PLEASE REMIT TO P.O. BOX 219 ONANCOCK
 VA 23417

NORTHAMPTON CITY. BD. OF SUPERV.
 MAINTENANCE DEPT.

PO BOX 66
 EASTVILLE
 (757) 678-0444
 VA 23347

CUST # 5459

TERMS: NET 10TH

P.O. #

BRUCE OFFICE

REF. # PO #

BRUCE OFFICE

FUND #	DEPT #	ACCOUNT #	AUTH.
106	4302	050801	ju
	2201	050801	ju

INV # 145338/2
 DATE : 5/20/16
 CLERK: EB
 TERM # 572

TIME : 2:02

 * INVOICE *

QUANTITY	UM	ITEM	DESCRIPTION	SUG. PRICE	PRICE / PER	EXTENSION
8	EA	292763	6' Zinc Shelf Standard	3.29	3.29 /EA	26.32 N
4	EA	170-480	SHELF SUPPORT SIL	2.59	2.33 /EA	9.32 N

** AMOUNT CHARGED TO ACCOUNT **

35.64 TAXABLE
 35.64 NON-TAXABLE
 35.64 SUB-TOTAL
 0.00 TAX AMOUNT
 35.64 TOTAL INVOICE

(EDWARD KUHN - MAI)

422.85

X *Edward Kuhn*
 Received By



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification	Journal Type
1220 - Finance	2016-00004469	BA	GL	06/14/2016	BOS - Commwth Atty Asset Forfeiture - State	sae	Board Approved - Board Approved Journal		
					<i>Account Description</i>	<i>Source</i>		<i>Debit Amount</i>	<i>Credit Amount</i>
06/14/2016	100-0044-48050				Transfer from Forfeited Assets F	sae		423.00	.00
06/14/2016	100-2201-50800				Repairs & Maintenance	sae		423.00	.00
06/14/2016	220-0045-49000				Appropriated Fund Balance	sae		423.00	.00
06/14/2016	220-9600-56900				Transfer-General Fund	sae		423.00	.00
								\$1,692.00	\$1,692.00

Number of Entries: 4

NORTHAMPTON COUNTY



TO: Board of Supervisors
FROM: John J. Andrzejewski, Director of Finance
DATE: June 14, 2016
RE: Budget Amendments and Appropriations – FY 2016

Your approval is respectfully requested for the following school budget amendments and supplemental appropriations:

\$10,067 – This represents a Project Guardian award received from the Virginia Department of Education. The funds will be used to provide after school instruction in SOL core content subject areas.

DATE: _____

Chairman, Northampton County

NORTHAMPTON COUNTY PUBLIC SCHOOLS

**7207 Young Street
Machipongo, Virginia 23405
www.ncpsk12.com**

Phone: 757-678-5151

Fax: 757-678-7267

**Mr. Charles E. Lawrence
Division Superintendent**

May 12, 2016

Req. 2016-35

Mr. John Andrzejewski
Director of Finance
County of Northampton
P.O. Box 66
Eastville, VA 23347

Dear Mr. Andrzejewski:

The Northampton County School Board respectfully requests an appropriation of \$10,067 in the 2015-2016 School Operating Budget to reflect a Project Graduation award received from the Virginia Department of Education. These funds will be used to provide after school instructional remediation in SOL core content subject areas.

Please notify me in writing when this request has been passed by the Northampton County Board of Supervisors. Thank you for your help with this matter.

Sincerely,

E. Brook Thomas

E. Brook Thomas, CPA
Director of Finance

Cc: Mr. Charles E. Lawrence, Superintendent of Schools
Members, Northampton County School Board



INSPIRING LEARNERS FOR LIFE THROUGH ACHIEVEMENT AND SUCCESS



Journal Edit Listing

Sort By Entry

Department	Number	Journal Type	Sub Ledger	G/L Date	Description	Source	Reference	Reclassification Journal Type
6000 - Schools	2016-00004465	BA	GL	06/14/2016	School Supplemental Appropriation #2016-35	NCPS	Board Approved Grant - Broad Approved Grant Journal	
		<i>Account Description</i>			<i>Description</i>			
<i>G/L Date</i>	<i>G/L Account Number</i>	School Instruction Expenses			School Supplemental Appropriation #2016-35	NCPS		<i>Debit Amount</i>
06/14/2016	910-6000-56555	Project Graduation			School Supplemental Appropriation #2016-35	NCPS		10,067.00
	910-0025-43780							10,067.00
								<u>\$20,134.00</u>
								<i>Credit Amount</i>
								.00
								.00
								\$.00

Number of Entries: 2