

RESOLUTION

AUTHORIZATION FOR THE RECLASSIFICATION OF ACCOUNTS PAYABLE

SPECIALIST POSITION, TRANSFER OF FUNDS FROM CAPITAL PROJECTS FUND TO

GENERAL FUND, AND APPROPRIATION IN THE GENERAL FUND

WHEREAS, James City County's Accounting Division includes Accounts Payable services for the County and its fiscal agencies; and

WHEREAS, the County is implementing a new financial software this fiscal year while also administering new Accounts Payable procedures due to COVID-19; and

WHEREAS, it has become apparent that more resources are needed to ensure a successful financial software implementation while continuing to provide excellent services to our user departments, agencies, and vendors; and

WHEREAS, reclassifying the part-time Accounts Payable Specialist position to full-time for the remainder of Fiscal Year 2021 is estimated at \$16,800, for which there are sufficient funds available in the financial software replacement project in the Capital Projects Fund.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby approves the reclassification of the Accounts Payable Specialist position from part-time to full-time, authorizes the transfer of \$16,800 from the Capital Project Fund to the General Fund for the reclassification, and appropriates these funds in the General Fund for Fiscal Year 2021 as follows:

Revenue:

| | |
|-------------------------------------|-----------------|
| Transfer from Capital Projects Fund | <u>\$16,800</u> |
|-------------------------------------|-----------------|

Expenditure:

| | |
|---------------------------------------|-----------------|
| Accounting Division - Salary | \$12,050 |
| Accounting Division - Fringe Benefits | <u>4,750</u> |
| Total | <u>\$16,800</u> |

James O. Icenhour, Jr.

James O. Icenhour, Jr.
Chairman, Board of Supervisors

ATTEST:

Teresa J. Fellows

Teresa J. Fellows
Deputy Clerk to the Board

VOTES

| | <u>AYE</u> | <u>NAY</u> | <u>ABSTAIN</u> |
|-----------|-------------------------------------|--------------------------|--------------------------|
| SADLER | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| MCGLENNON | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LARSON | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| HIPPLE | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| ICENHOUR | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Adopted by the Board of Supervisors of James City County, Virginia, this 22nd day of September, 2020.

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