



City Council Staff Report

Subject: Monthly Report of City Manager's Transfers
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Department: Budget and Management Services
Date: October 9, 2026
Type of Item: Informational

Executive Summary

The attached report represents transfers between \$25,000 and \$250,000 for the month of September 2026, as required by Section 10 of the annual Operating Budget Ordinance and Section 15 of the Adopted Capital Improvement Program Ordinance.

If you have any questions, please do not hesitate to contact me or the Director of Budget and Management Services, Kevin M. Chatellier, at KChatell@vbgov.com or (757) 385-4112.

Attachment (1)

- Summary of Transfers

Summary of City Manager's Transfers FY 2026-27

Log	Transfer Amount	Transfer From	Transfer To	Explanation of Transfer	Date of Transfer
086	\$221,785.00	General Government - Planning - Economic & Tourism Projects - CIP Annual Expenditures - Atlantic Park Development & Atlantic Park Parking	General Government - Planning - Economic & Tourism Projects - CIP Annual Expenditures - Atlantic Park Entertainment Venue	A transfer between Atlantic Park Capital Improvement Projects was required as all Entertainment Venue funds were expended. Available funds from 100145 Atlantic Park Development Acquisition were moved to 100146 Atlantic Park Entertainment Venue to pay final invoices.	9/2/2026
089	\$70,191.00	General Fund - Emergency Communications and Citizen Services - Emergency Communications - Salaries, Stipends and Benefits	General Fund - Human Resources - Staffing and Compensations - Salaries, Stipends and Benefits	The Emergency Communications and Citizen Services Department and the Department of Human Resources were approved to transfer a vacant Public Safety Emergency Telecommunicator I (PSET I) Position (P8292) and associated salary and benefit funds from Emergency Communications and Citizen Services to Human Resources. The vacant position was reclassified as an Apprenticeship Coordinator.	9/8/2026
095	\$41,383.95	Emergency Medical Services (EMS) Cost Recovery - Emergency Medical Services - Admin and Support - Medical Supplies - Emergency Services	Emergency Medical Services (EMS) Cost Recovery - Emergency Medical Services - Operational Management - New Vehicles and Rolling Stock - Pharmaceutical	A transfer of funds was necessary to allow for Emergency Medical Services to purchase a smaller vehicle more appropriate for the Pharmacy Team to transport pharmaceuticals. Previously, their team was driving a large Sprinter Van to transport small cargo. The larger van will still be utilized by the Resource Management Team to transport larger equipment and supplies.	9/10/2026

101	\$39,543.68	General Fund - Emergency Communications and Citizen Services - Emergency Communications - Salaries	General Fund - Emergency Communications and Citizen Services - Admin and Support - Replace Computer Equipment Less than \$10,000	Emergency Communications and Citizen Services necessitated a transfer of funds to allow for the current cycle of computer replacements in Fiscal Year 2026-27. These replacements are like for like in which four of the replacement computers had specialized requirements since they are CAD computers.	9/16/2026
104	\$97,431.36	General Government Capital Improvement Projects (CIP) Fund - Public Works - Roadways Projects - Capital Project Funding - Capital Project Closeout, Ferrell Parkway, and West Neck Road Phase IV	General Government Capital Improvement Projects (CIP) Fund - Public Works - Roadways Projects - Capital Project Funding - General Booth Camp Pendleton Intersection Improvements	The General Booth-Camp Pendleton Intersection project required additional funding in the amount of \$127,650.82. There was \$30,219.46 available in the project, therefore, an additional \$97,431.36 was needed to complete the project. The funding was needed to fund three components: post construction services, relocation of City Fiber, and four fibers for new traffic signals at General Booth Blvd and Headquarters Road.	9/17/2026
115	\$75,000.00	General Fund - Human Services - Mental Health - Contracted Manpower - Adult Outpatient Services	General Fund - City Attorney - Admin and Support - Contracted Manpower	This request was for a one-time transfer of \$75,000 from Human Services to the City Attorney's Office for a Special Counsel contract position to assist with legal representation for Human Services.	9/28/2026

This report does not reflect certain transfers that are not subject to the budget ordinance, such as budget correction entries. In addition, it does not include transfers specifically addressed in the budget/CIP ordinance, including: transfers from dedicated reserves, changing the funding source within CIP projects, transferring excess appropriations to Reserve for Contingencies and reorganizations of departmental staff to improve the effectiveness and efficiencies of governmental service delivery.
