



Waynesboro City Council Agenda Briefing

Meeting Date:	January 24, 2022	Staff/Council Member(s): Michael G. Hamp II, City Manager/ Cameron S. McCormick, CPA, Assistant City Manager - Finance
Agenda Items #	12	
Ordinance		
Department:	City Manager's Office/Finance Department	
Subject:	Amendment to Fiscal Year 2022 Budget	

Background:

This item is intended to hold a public hearing introduce an amendment to the fiscal year 2022 budget in the amount of \$5,021,014. State code requires that any amendments to a locality's budget which exceed one percent of the currently adopted budget may only be considered following an advertised public hearing. The City advertised the public hearing and details of the amendment in the News Virginian on January 15, 2022. The City's threshold for a budget amendment, based on all adopted funds in its original budget is \$1,220,760.

The components of this amendment are as follows:

- 1) Encumbrances rollforward from the fiscal year 2021 ACFR totaling \$3,030,276. This is comprised of street lining and paving that was not able to be completed prior to the end of fiscal year 2021 in the amount of \$1,000,000, \$300,000 for the North Delphine rebuild project, \$240,000 to continue the take home car vehicle program in the police department, and a number other purchase orders that were not able to be completed across the General Fund, Shenandoah Valley Animal Services Center Fund, Water Fund, Sewer Fund, Refuse Fund and Stormwater Fund.
- 2) A combination of American Rescue Plan Act funds and local fund balance/net position in the amount of \$1,175,000 to provide premium pay in the amount of \$3,000 to qualifying full-time employees and \$1,500 to qualifying part-time employees. To qualify for premium pay an employee will have to be employed on the payroll which the premium pay is allocated. Full-time employees will be required to have worked a minimum of 300 hours and part-time employees will be required to have worked a minimum of 150 hours prior to the close of the pay period in which the pay is allocated. It is estimated that the American Rescue Plan will cover approximately \$842,000 of these costs and local funds will cover approximately \$333,000. This will cover approximately 301 full-time and 55 part-time City of Waynesboro employees as well as 14 full-time and 35 part-time Waynesboro First Aid Crew employees.

Background (Continued):

- 3) American Rescue Plan Act funds in the amount of \$500,000 to provide for engineering of a raw water tank in the Water Fund. It should be noted this project will require approximately \$2,000,000 more of American Rescue Plan Act funds and \$1,000,000 of net position in the Water Fund to be completed. Total project is estimated to be approximately \$3,500,000.
- 4) Sales and Meals Tax revenues in the amount of \$250,000 to provide for adjustments in the Fire Department and Emergency Operations Center (\$205,000) and the additional holiday for fiscal year 2022 provided by Council (\$45,000) at their last City Council Meeting. The adjustments provided to the Emergency Operations Center will be approximately 10% for each full-time employee below the director level. The adjustments provided in the Fire Department will be a tiered adjustment ranging from \$4,000 at the firefighter level to \$2,000 at the Deputy Director level.
- 5) Miscellaneous other grants, insurance donations, and sale of materials in the amount of \$65,738. This is mostly comprised of a grant the Office on Youth will receive in the amount of \$38,920 from the Department of Criminal Justice to support delinquency prevention and intervention efforts in the Juvenile Justice System, \$10,875 from restricted reserves derived from donations to Parks and Recreation to add new dugouts, and \$10,408 to account for an insurance reimbursement received due to damage from vandalism at the Ridgeview Park pool.

City Manager's Recommendation: The City Manager suggests to hold the public hearing and introduce the attached amendment to the budget.

Suggested Motion(s): I move to introduce the budget amendment as presented.

Attachments: Budget Amendment
News Virginian Advertisement

Ordinance No. 2022-
AN ORDINANCE TO AMEND
THE FISCAL YEAR 2022 BUDGET ORDINANCE
FOR THE CITY OF WAYNESBORO

BE IT ORDAINED, by the City Council of the City of Waynesboro, Virginia, that the FY2022 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue

Intrafund Transfer from Fund Balance	\$	2,440,322
American Rescue Plan Act Funds		594,000
Sales and Meals Tax		250,000
Miscellaneous Donations and Grants	\$	15,943
		3,300,265
Total Revenue	\$	3,300,265

Appropriations

General government administration	\$	1,101,416
Judicial administration		2,421
Public Safety		657,070
Public Works		1,475,931
Parks and Recreation		63,427
		3,300,265
Total Appropriations	\$	3,300,265

Youth and Family Services Fund

Anticipated Revenue

Intrafund Transfer From Fund Balance	\$	3,000
American Rescue Plan Act Funds		30,000
Department of Justice Federal Grant		38,920
		71,920
Total Revenue	\$	71,920

Appropriations

Operational Expenditures	\$	71,920
Total Appropriations	\$	71,920

Shenandoah Valley Animal Services Center

Anticipated Revenue

Intrafund Transfer From Fund Balance	\$	2,115
American Rescue Plan Act Funds		18,000
Total Revenue	\$	20,115

Appropriations

Operational Expenditures	\$	20,115
Total Appropriations	\$	20,115

Water Fund

Anticipated Revenue

Intrafund Transfer From Net Position	\$	229,843
American Recue Plan Act Funds		572,000
Total Revenue	\$	801,843

Appropriations

Operational Expenses	\$	801,843
Total Appropriations	\$	801,843

Sewer Fund

Anticipated Revenue

Intrafund Transfer From Net Position	\$	405,999
American Rescue Plan Act Funds		62,000
Total Revenue	\$	467,999

Appropriations

Operational Expenses	\$	467,999
Total Appropriations	\$	467,999

Refuse Fund

Anticipated Revenue

Intrafund Transfer From Net Position	\$	170,275
American Rescue Plan Act Funds		50,000
Total Revenue	\$	220,275

Appropriations

Operational Expenses	\$	220,275
Total Appropriations	\$	220,275

Stormwater Fund

Anticipated Revenue

Intrafund Transfer From Net Position	\$	122,597
American Rescue Plan Act Funds		16,000
Total Revenue	\$	138,597

Appropriations

Operational Expenses	\$	138,597
Total Appropriations	\$	138,597

ORDINANCE GRAND TOTAL	\$	5,021,014
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CERTIFICATE

The undersigned Mayor and Clerk of the City Council of City of Waynesboro, Virginia hereby certify that the foregoing constitutes a true and correct copy of an ordinance entitled An Ordinance To Amend the Fiscal Year 2022 Budget Ordinance and appropriate the above funds for the City of Waynesboro, Virginia, Adopted by the City Council at a meeting held on _____, 2022.

Introduced: _____, 2022
Adopted: _____, 2022
Effective: _____, 2022

[SEAL]

ATTEST: _____

Clerk, City Council
City of Waynesboro, Virginia

Mayor, City Council
City of Waynesboro, Virginia

Public Notices

NOTICE OF PUBLIC HEARING

TO THE CITIZENS OF THE CITY OF WAYNESBORO, VIRGINIA

TAKE NOTICE that on Monday, January 24, 2022, at the regular meeting of City Council at 7:00 p.m., to be held in the Council Chambers, Charles T. Yancey Municipal Building, at 503 West Main Street, Waynesboro, Virginia, the City Council intends to amend the Fiscal Year 2022 budget and will consider the adoption of the following ordinance;

An Ordinance to amend the FY 2022 Budget Ordinance for the City of Waynesboro, by adding the following Budget Amendment. A brief synopsis of the proposed budget amendment is stated below:

General Fund	\$3,300,265
Youth and Family Services Fund	\$71,920
Shenandoah Valley Animal Services Center	\$20,115
Water Fund	\$801,843
Sewer Fund	\$467,999
Refuse Fund	\$220,275
Stormwater Fund	\$138,597
Total Budget Amendment	\$5,021,014

All hearings shall be open to the public. The City Council shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the Mayor.

Further information is available for review at the City Manager's Office, Room 210, Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, or by calling 540-942-6600. If special assistance is needed to attend this meeting, please telephone 540-942-6669

Julia Bortle
Clerk of Council, MMC