

WAYNESBORO, VIRGINIA
CITY COUNCIL WORK SESSION MEETING MINUTES



Council for the City of Waynesboro, Virginia held a Work Session on Monday, August 26, 2019, at 6:00 p.m. in the Council Conference Room of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia, with Mayor Short presiding and calling the meeting to order:

PRESENT: Council Members: Terry Short, Jr., Mayor
Bobby Henderson, Vice Mayor
Elzena Anderson, Councilwoman
Sam Hostetter, Councilman

City Staff: Mike Hamp, City Manager
Jim Shaw, Deputy City Manager
Julia Bortle, Clerk of Council
Cameron McCormick, Finance Director

Counsel: Melisa Michelsen, Esq., Litten & Sipe LLC

ABSENT: Bruce Allen, Councilman

PRE-BUSINESS MEETING REVIEW:

The City Manager reviewed the agenda for the upcoming regular business meeting.

Funding for the Florence Avenue Bridge was discussed, including appropriating Sunset Park funds to supplement the VDOT money. Council consensus was to proceed with staff's recommendation.

A revision to the General Fund Balance Policy was initiated by a School Board request regarding year-end appropriations. The Finance Director reviewed that and other suggested amendments relating to the General Fund committed reserve and contingency.

With no further business to discuss, the meeting concluded at 6:38 p.m.

Julia Bortle, MMC, Clerk of Council

Terry Short, Jr., Mayor

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**CITY OF WAYNESBORO, VIRGINIA
BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2018**

Exhibit 3

| | General Fund | Self-Funded Health Insurance Fund | Other Governmental Funds | Total Governmental Funds |
|---|----------------------|--|--------------------------------|--------------------------------|
| ASSETS | | | | |
| Cash and cash equivalents | \$ 13,341,463 | \$ 2,805,089 | \$ 2,881,871 | \$ 19,028,423 |
| Investments | 20,141,964 | - | 37,191 | 20,179,155 |
| Receivables (Net of allowances for uncollectibles): | | | | |
| Taxes, including penalties | 598,894 | - | - | 598,894 |
| Accounts | 761,280 | - | 124,539 | 885,819 |
| Due from other funds | 1,479,400 | - | - | 1,479,400 |
| Due from component unit - School Board | 216,151 | - | - | 216,151 |
| Due from external parties | 12,372 | - | - | 12,372 |
| Due from other governments | 1,527,181 | - | 591,486 | 2,118,667 |
| Restricted assets: | | | | |
| Cash and cash equivalents | - | - | 591,189 | 591,189 |
| Total assets | \$ 38,078,705 | \$ 2,805,089 | \$ 4,226,276 | \$ 45,110,070 |
| LIABILITIES | | | | |
| Accounts payable | 492,796 | 433,797 | 444,328 | 1,370,921 |
| Accrued payroll | 982,137 | - | 45,798 | 1,027,935 |
| Retainage payable | - | - | 43,605 | 43,605 |
| Due to other funds | - | - | 260,936 | 260,936 |
| Amounts held for others | 90,904 | - | - | 90,904 |
| Unearned revenues | 24,547 | - | - | 24,547 |
| Compensated absences | 1,146 | - | - | 1,146 |
| Total liabilities | \$ 1,591,530 | \$ 433,797 | \$ 794,667 | \$ 2,819,994 |
| DEFERRED INFLOWS OF RESOURCES | | | | |
| Unearned revenue - taxes receivable | \$ 1,206,355 | \$ - | \$ - | \$ 1,206,355 |
| FUND BALANCES | | | | |
| Nonspendable: | | | | |
| Permanent fund principal | - | - | 591,189 | 591,189 |
| Restricted for: | | | | |
| Judicial administration | 116,432 | - | - | 116,432 |
| Public safety | 177,940 | - | - | 177,940 |
| Public works | 552,536 | - | - | 552,536 |
| Parks, recreation and cultural | 22,722 | - | - | 22,722 |
| Community development | 282 | - | - | 282 |
| Shenandoah Valley Animal Center | - | - | 336,717 | 336,717 |
| Capital projects | 20,140,465 | - | 203,772 | 20,344,237 |
| Committed to: | | | | |
| General government administration | 1,084,303 | - | - | 1,084,303 |
| Public works | 350,000 | - | - | 350,000 |
| Health and welfare | 55,865 | - | - | 55,865 |
| Parks, recreation and cultural | 2,770 | - | - | 2,770 |
| Community development | 1,763,384 | - | - | 1,763,384 |
| EDA revolving loans | - | - | 48,353 | 48,353 |
| Capital projects | - | - | 1,857,579 | 1,857,579 |
| Revenue stabilization | 500,000 | - | - | 500,000 |
| Education | 33,864 | - | - | 33,864 |

cont'd

CITY OF WAYNESBORO, VIRGINIA
BALANCE SHEET
GOVERNMENTAL FUNDS
June 30, 2018

Exhibit 3 (cont'd)

| | General Fund | Self-Funded Health Insurance Fund | Other Governmental Funds | Total Governmental Funds |
|---|----------------------|--|--------------------------------|--------------------------------|
| FUND BALANCES (cont'd) | | | | |
| Assigned to: | | | | |
| General government administration | \$ 53,034 | \$ - | \$ - | \$ 53,034 |
| Judicial administration | 2,413 | - | - | 2,413 |
| Public safety | 314,339 | - | - | 314,339 |
| Public works | 26,825 | - | - | 26,825 |
| Parks, recreation and cultural | 34,108 | - | - | 34,108 |
| Community development | 29,882 | - | - | 29,882 |
| Youth and family services | - | - | 299,055 | 299,055 |
| CAPSAW | - | - | 122,171 | 122,171 |
| Self-funded health insurance | - | 2,371,292 | - | 2,371,292 |
| Economic Development Authority | - | - | 240,008 | 240,008 |
| Debt service | - | - | 4,405 | 4,405 |
| Unassigned: | | | | |
| School Board | 507,768 | - | - | 507,768 |
| General | 9,511,888 | - | (271,640) | 9,240,248 |
| Total fund balances | <u>\$ 35,280,820</u> | <u>\$ 2,371,292</u> | <u>\$ 3,431,609</u> | <u>\$ 41,083,721</u> |
| Total liabilities, deferred inflows of resources, and fund balances | <u>\$ 38,078,705</u> | <u>\$ 2,805,089</u> | <u>\$ 4,226,276</u> | <u>\$ 45,110,070</u> |