

WAYNESBORO, VIRGINIA CITY COUNCIL BUDGET WORK SESSION MINUTES



Council for the City of Waynesboro, Virginia held a Budget Work Session on Wednesday, April 19, 2023 at 6:00 p.m. in the Council Chambers of the Charles T. Yancey Municipal Building, 503 West Main Street, Waynesboro, Virginia.

PRESENT: Council Members: Lana Williams, Mayor
Jim Wood, Vice Mayor
Bruce Allen, Council member
Terry Short, Jr., Council member
Kenny Lee, Council member

City Staff: Michael Hamp, City Manager , Deputy City Clerk
Todd Wood, Assistant City Manager-Operations
Michael Wilhelm, Assistant City Manager-Public Safety
Cameron McCormick, Assistant City Manager-Finance

ABSENT: Julia Bortle, Clerk of the Council

The City Manager reviewed the agenda for the budget work session:

- Process Update
- Adjustments to City Manager’s Budget – Revenues and Expenditures
- What this budget does
- What this budget does not do
- Things to keep an eye on
- Enterprise Fund rates
- Next steps

Adjustments to City Manager’s Budget – Revenues:

- Reduce real estate tax revenue \$.02 to \$.77 per \$100 (\$520,000)
- Increase lodging (\$98,423); due to modification of forecast, not due to increased tax.
- Total: \$421,577

Adjustments to City Manager’s Budget – Expenditures:

- Move compensation adjustment to December (\$375,834)
- Remove Waynesboro Place (\$130,000)
- Reduce Comprehensive Plan Allotment (\$51,861)
- Fund two of four frozen police positions (\$136,188)
- Total: \$421,577

What this budget does:

- \$.02 reserve (\$520,000) for Nature’s Crossing Technology Center
- Refunds two Police positions
- 5% raise for employees starting December 1
- Maintains current level of service

What this budget does not do:

Budget Work Session
Wednesday, April 19, 2023
Adopted May 8, 2023

Complete Compensation Study
Fund additional positions
 Registrar Assistant
 Sheriff staffing needs
 Communication Officer and other position requests
Fund Capital needs

Things to keep an eye on:
 Meals and Sales tax
 What to do if they stay strong, what to do if they soften
 Motor Vehicle tax
 State budget adoption
 Completion of funding strategy of Nature's Crossing Technology Center

Adjustments to CIP Plan
 Reduce fire truck outlay by \$225,000
 Add local responsible paving of \$225,000
 Staff to review amount allotted and make recommendation on use of
 Funds during summer/fall of 2023

Enterprise Fund Rates
 9.0% proposed increase in water rates
 3% proposed increase in sewer
 Stormwater Utility Fee to increase from \$4.70/ERU to \$4.84/ERU per month
 \$2.50 per month proposed increase in monthly refuse collection rates

The forces behind the Enterprise Fund increases are caused by inflation impacting energy expense, chemical and material and supplies, construction materials and the need to provide for compensation increases. Council member Short asked for information on how the Regional Landfill partners' reserves and the City Manager provide their project funding summary.

Next Steps
 April 24, 203 – Budget, Rate and Fee public hearings – potential ordinance introduction
 May 8, 2023 – Potential ordinance adoption
 June, 2023 – Fund Balance Appropriation (CIP)
 July 2023 – Fund Balance Appropriation (non-CIP)

Council member Short asked about the \$19,000 for the tourism centers. The City Manager explained that it funds any leasing that occurs, utility consumption, materials and supplies associated with the operation of the Tourism Information Center. There is an interest on staff's part to consult with Council about their satisfaction with the current operation of the site location or to consider alternatives. It was the consensus of Council to receive an update from the Economic Development Director before exploring options.

The meeting concluded at 6:32 p.m.

Julia Bortle, MMC, Clerk of Council

Lana Williams, Mayor