



FY 2022-23 AMENDED OPERATING BUDGET

SEPTEMBER 19, 2022

THE ROAD TO A BRIGHTER FUTURE

City of Petersburg

VIRGINIA



CITY COUNCIL



City Council Members

Mayor
Samuel Parham
Ward 3

Vice Mayor
Annette Smith-Lee
Ward 6

Councilmember
Treska Wilson-Smith
Ward 1

Councilmember
Darrin Hill
Ward 2

Councilmember
Charlie Cuthbert
Ward 4

Councilmember
W. Howard Myers
Ward 5

Councilmember
Arnold Westbrook, Jr.
Ward 7



INTRODUCTION AND EXECUTIVE SUMMARY

March Altman
City Manager

Tangela Innis
Deputy City Manager

FY 2022-23 AMENDED BUDGET HIGHLIGHTS

AMENDED BUDGET RESOLVE:

1. 5% City Wide Salary Increase- Applied to all employees who did not receive any personnel reprimands within the last year and was hired prior to May 3, 2023.
2. Adjustment for additional revenues for Transit, Streets, and other General Fund Revenue.
3. Additional changes within the department such as combining Risk Management with Human Resources as well as merging Communications, Museums and Tourism. Also the Turf Division has been moved to Grounds.





FY2022-23 AMENDED BUDGET



FY 2022-23 AMENDED BUDGET SUMMARY

ALL FUNDS REVENUE				
REVENUES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
GENERAL FUND	\$73,856,740	\$76,742,776	\$2,886,036	3.91%
GRANTS FUND	\$1,002,267	\$1,032,077	\$29,810	2.89%
STREETS FUND	\$5,984,699	\$6,746,448	\$761,749	11.29%
CDBG FUND	\$628,399	\$583,253	(\$45,146)	-7.74%
UTILITIES FUND	\$15,116,132	\$14,719,890	(\$396,242)	-2.69%
STORMWATER FUND	\$1,259,012	\$1,243,066	(\$15,945)	-1.28%
GOLF FUND	\$1,379,028	\$1,357,925	(\$21,104)	-1.55%
TRANSIT FUND	\$4,974,745	\$6,815,205	\$1,840,460	27.01%
TOTAL	\$104,201,022	\$109,240,640	\$5,039,618	4.61%

ALL FUNDS EXPENDITURES				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
GENERAL FUND	\$73,856,740	\$76,742,776	\$2,886,036	3.76%
GRANTS FUND	\$1,002,267	\$1,032,077	\$29,810	2.89%
STREETS FUND	\$5,984,699	\$6,746,448	\$761,749	11.29%
CDBG FUND	\$628,399	\$583,253	(\$45,146)	-7.74%
UTILITIES FUND	\$15,116,132	\$14,719,890	(\$396,242)	-2.69%
STORMWATER FUND	\$1,259,012	\$1,243,066	(\$15,945)	-1.28%
GOLF FUND	\$1,379,028	\$1,357,925	(\$21,104)	-1.55%
TRANSIT FUND	\$4,974,745	\$6,815,205	\$1,840,460	27.01%
TOTAL	\$104,201,022	\$109,240,640	\$5,039,618	4.61%



FY 2022-23 AMENDED BUDGET SUMMARY

GENERAL FUND REVENUE SUMMARY				
REVENUES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
General Property Taxes	\$36,957,828	\$37,307,828	\$350,000	0.94%
Other Local Taxes	\$13,577,400	\$13,617,400	\$40,000	0.29%
Permits, Fees & Licenses	\$302,840	\$309,540	\$6,700	2.16%
Fines & Forfeitures	\$405,000	\$605,000	\$200,000	33.06%
Revenue From Use of Money/Property	\$110,000	\$110,000	\$0	0.00%
Charges For Services	\$2,625,008	\$2,678,308	\$53,300	1.99%
Miscellaneous Revenue	\$914,880	\$914,880	\$0	0.00%
Recovered Costs	\$40,500	\$40,500	\$0	0.00%
Revenue From the Commonwealth	\$14,023,284	\$15,008,845	\$985,561	6.57%
Revenue From the Federal Government	\$4,700,000	\$5,950,475	\$1,250,475	21.01%
Non-Revenue Receipts	\$200,000	\$200,000	\$0	0.00%
TOTAL	\$73,856,740	\$76,742,776	\$2,886,036	3.76%

GENERAL FUND REVENUE

- 33.06% increase to Fines & Forfeitures based off actual data:
 - \$100,000 additional revenue added to Court Fines and Forfeitures
 - An additional \$100,000 revenue added to Red Light Fines-Police
- 21.01% increase to Revenue from the Federal Government:
 - Revenue in the amount of \$1,250,475 from the American Rescue Plan Act (ARPA) was placed under Revenue from the Federal Government. The amounts were previously approved and appropriated (amount removed from non-departmental loss revenue)
- 6.57% increase to Revenue from the Commonwealth:
 - Increase for Constitutional Officers and Social Services (5% raises from state)



FY 2022-23 GENERAL FUND AMENDED BUDGET

GENERAL FUND REVENUE SUMMARY				
REVENUES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
General Property Taxes	\$36,957,828	\$37,307,828	\$350,000	0.94%
Other Local Taxes	\$13,577,400	\$13,617,400	\$40,000	0.29%
Permits, Fees & Licenses	\$302,840	\$309,540	\$6,700	2.16%
Fines & Forfeitures	\$405,000	\$605,000	\$200,000	33.06%
Revenue From Use of Money/Property	\$110,000	\$110,000	\$0	0.00%
Charges For Services	\$2,625,008	\$2,678,308	\$53,300	1.99%
Miscellaneous Revenue	\$914,880	\$914,880	\$0	0.00%
Recovered Costs	\$40,500	\$40,500	\$0	0.00%
Revenue From the Commonwealth	\$14,023,284	\$15,008,845	\$985,561	6.57%
Revenue From the Federal Government	\$4,700,000	\$5,950,475	\$1,250,475	21.01%
Non-Revenue Receipts	\$200,000	\$200,000	\$0	0.00%
TOTAL	\$73,856,740	\$76,742,776	\$2,886,036	3.76%



FY 2022-23 GENERAL GOVERNMENT AMENDED BUDGET

GENERAL GOVERNMENT EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
City Council	\$324,226	\$287,919	(\$36,307)	-12.61%
City Manager	\$584,313	\$799,766	\$215,453	26.94%
City Attorney	\$408,629	\$456,833	\$48,204	10.55%
Human Resources	\$407,234	\$1,986,808	\$1,579,574	79.50%
Assessor	\$519,599	\$560,198	\$40,599	7.25%
Finance	\$1,073,949	\$1,078,998	\$5,048	0.47%
Collections	\$393,214	\$499,437	\$106,223	21.27%
Risk Management	\$1,334,898	\$0	(\$1,334,898)	0.00%
Procurement	\$228,524	\$319,833	\$91,309	28.55%
Central Store Room	\$55,000	\$0	(\$55,000)	0.00%
Information Technology	\$1,050,889	\$1,105,899	\$55,010	4.97%
TOTAL	\$6,380,474	\$7,095,691	\$715,218	10.08%

GENERAL GOVERNMENT EXPENDITURES

- 26.94% increase to City Manager:
 - \$100,000 added for the Mayor's Youth Academy
- 10.55% increase to City Attorney:
 - Fully fund the Assistant Attorney position; Position was originally slated to fund in January 2023 as a Paralegal.
- 79.50% increase to Human Resources:
 - Combining Risk Management with Human Resources
- 21.27% increase to Collections:
 - Adding an additional Customer Service Representative position
- 28.55% increase to Procurement:
 - Merging the Central Store Room with Procurement
- -12.61% decrease to City Council:
 - Removal of Council Members salary increase



FY 2022-23 CONSTITUTIONAL OFFICERS AMENDED BUDGET

CONSTITUTIONAL OFFICERS EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Commissioner of Revenue	\$431,571	\$428,539	(\$3,032)	-0.71%
Treasurer	\$231,646	\$226,831	(\$4,815)	-2.12%
Registrar	\$498,927	\$498,925	(\$2)	0.00%
Clerk of Circuit Court	\$808,881	\$764,449	(\$44,432)	-5.81%
Commonwealth Attorney	\$1,506,559	\$1,487,715	(\$18,844)	-1.27%
Sheriff	\$1,810,396	\$1,641,493	(\$168,903)	-10.29%
TOTAL	\$5,287,980	\$5,047,952	(\$240,028)	-4.75%

CONSTITUTIONAL OFFICERS EXPENDITURES

- -10.29 decrease to Sheriff Department:
 - Removal of all vacancies; Per the comp board, the Sheriff Department should have a total of at least 10; The Sheriff Department currently has a total of 21 employees; 5 vacancies were removed



FY 2022-23 PUBLIC SAFETY AMENDED BUDGET

PUBLIC SAFETY EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Police	\$8,291,576	\$8,755,686	\$464,110	5.30%
911 Emergency Communications	\$1,771,298	\$1,874,287	\$102,989	5.49%
Animal Control	\$255,752	\$308,866	\$53,114	17.20%
Fire/EMS	\$7,146,460	\$7,318,979	\$172,519	2.36%
Freedom Support Center	\$98,595	\$127,131	\$28,536	22.45%
VJCCCA Services	\$221,823	\$207,384	(\$14,439)	-6.96%
TOTAL	\$17,785,504	\$18,592,333	\$806,829	4.34%

PUBLIC SAFETY EXPENDITURES

- 17.20% increase Animal Control:
 - An additional Animal Control Officer position was added
 - Increase to overtime and telecommunications based off on FY22 actual data
- 22.45% increase to Freedom Support Center:
 - \$25,000 increase to Contractual Services; Quarterly payment to the Justice Housing Inc. (Quarterly Grant Billing for Petersburg Veterans Support Center.)
- -6.96% decrease to VJCCCA Services:



FY 2022-23 COURTS & OTHER PUBLIC SAFETY AMENDED BUDGET

COURTS & OTHER PUBLIC SAFETY EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Circuit Court Judges & Admin.	\$87,156	\$90,798	\$3,642	4.01%
General District Court	\$52,500	\$52,500	\$0	0.00%
Magistrate	\$25,000	\$25,000	\$0	0.00%
11th District Court Services Unit	\$99,954	\$99,954	\$0	0.00%
Juvenile Domestic Relations Court	\$8,750	\$8,750	\$0	0.00%
TOTAL	\$273,360	\$277,002	\$3,642	1.31%



FY 2022-23 GENERAL SERVICES AMENDED BUDGET

GENERAL SERVICES EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
General Services	\$0	\$0	\$0	0.00%
Public Works- Engineering (New)	\$448,708	\$451,059	\$2,350	0.52%
Facilities Maintenance	\$2,418,752	\$2,462,854	\$44,102	1.79%
Grounds	\$1,018,685	\$1,193,581	\$174,896	14.65%
Refuse Collection	\$1,650,000	\$1,650,000	\$0	0.00%
TOTAL	\$5,536,145	\$5,757,494	\$221,349	3.84%

GENERAL SERVICES EXPENDITURES

- 14.65% increase to Grounds:
 - \$96,000 removed from Dogwood Trace and placed to Grounds for the Turf Division.



FY 2022-23 SOCIAL SERVICES AMENDED BUDGET

SOCIAL SERVICES EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Social Services	\$10,296,300	\$10,233,351	(\$62,949)	-0.62%
Comprehensive Services Act	\$4,299,893	\$4,297,239	(\$2,654)	-0.06%
TOTAL	\$14,596,193	\$14,530,590	(\$65,603)	-0.45%

SOCIAL SERVICES EXPENDITURES

5% increase was applied to the adopted budget; therefore minimal changes were made to Social Services; 10 positions will be funded in January 2023



FY2022-23 LEISURE & COMMUNITY ENGAGEMENT AMENDED BUDGET

LEISURE & CULTURE AFFAIRS EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Recreation & Community Engagement	\$591,895	\$677,089	\$85,193	12.58%
Library	\$1,250,413	\$1,259,671	\$9,258	0.73%
Tourism & Special Events	\$0	\$0	\$0	0.00%
Cemeteries Administration	\$38,047	\$43,326	\$5,279	12.18%
Museums	\$97,408	\$0	(\$97,408)	0.00%
Workforce Development	\$0	\$0	\$0	0.00%
TOTAL	\$1,977,763	\$1,980,086	\$2,323	0.12%

LEISURE & COMMUNITY ENGAGEMENT SUMMARY

- 12.58% increase to Recreation & Community Engagement:
 - Increase to Part Time salaries, Other Contractual Services and Special Events based off FY22 actual data.
- 12.18% increase to Cemeteries Administration:
 - Increase due to salaries



FY 2022-23 DEVELOPMENT SERVICES AMENDED BUDGET

DEVELOPMENT SERVICES EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Planning	\$482,047	\$676,081	\$194,034	28.70%
Economic Development	\$431,964	\$432,731	\$767	0.18%
Communicatons	\$471,353	\$631,740	\$160,387	25.39%
Neighborhood Services	\$875,511	\$907,960	\$32,448	3.57%
Tourism	\$166,132	\$0	(\$166,132)	0.00%
TOTAL	\$2,427,008	\$2,648,512	\$221,504	8.36%

DEVELOPMENT SERVICES EXPENDITURES

- 28.70% increase to Planning:
 - Adding the Director of Planning position back to the Department; Planning and Economic Development were going to originally be joined together; The departments will continue to be separate
- 25.39% increase to Communications:
 - Communications, Museums and Tourism has now been combined as one department.



FY 2022-23 DEBT SERVICES, SCHOOL & NON-DEPARTMENTAL AMENDED BUDGET

DEBT, SCHOOLS TRANSFERS & NON-DEPARTMENTAL EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Debt Services	\$3,127,269	\$3,127,269	\$0	0.00%
School Operations	\$10,000,000	\$10,000,000	\$0	0.00%
Transfers	\$2,562,329	\$2,541,226	(\$21,103)	-0.83%
Non-Departmental	\$3,902,716	\$5,144,622	\$1,241,905	24.14%
TOTAL	\$19,592,314	\$20,813,116	\$1,220,802	5.87%



FY 2022-23 NON-DEPARTMENTAL AMENDED BUDGET

NON-DEPARTMENTAL EXPENDITURE SUMMARY				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Riverside Regional Jail Authority	\$4,000,000	\$4,000,000	\$0	0.00%
Crater Juvenile Detention Services	\$417,752	\$417,752	\$0	0.00%
Central Virginia Health Services	\$610,000	\$610,000	\$0	0.00%
District 19 Mental Health Services	\$228,349	\$258,491	\$30,142	11.66%
Petersburg Area Regional Tourism	\$0	\$83,000	\$83,000	100.00%
Richard Bland Community College	\$1,500	\$1,500	\$0	0.00%
Brightpoint Community College (Formerly John Tyler)	\$5,108	\$4,713	(\$395)	-8.38%
Cooperative Extension	\$53,845	\$53,845	\$0	0.00%
Dues & Associations Memberships	\$382,883	\$382,883	\$0	0.00%
Crater Distr Area Agency On Aging	\$12,000	\$11,000	(\$1,000)	-9.09%
Virginia Gateway Region Economic	\$0	\$51,692	\$51,692	100.00%
US Conference of Mayors	\$3,500	\$3,500	\$0	0.00%
Med-Flight Chesterfield County Fire &	\$0	\$2,100	\$2,100	100.00%
Virginia Municipal League	\$12,773	\$12,773	\$0	0.00%
National League of Cities	\$3,500	\$3,500	\$0	0.00%
Unemployment Insurance	\$20,000	\$20,000	\$0	0.00%
Longwood University	\$0	\$6,300	\$6,300	100.00%
Crime Solvers	\$2,500	\$2,500	\$0	0.00%
Metropolitan Business League	\$80,000	\$80,000	\$0	0.00%
Petersburg Mainstreet Exe. Director	\$40,000	\$40,000	\$0	0.00%
Petersburg Symphony & Art League	\$4,500	\$4,500	\$0	0.00%
Petersburg Soil & Water	\$2,500	\$2,500	\$0	0.00%
Health Care Stipend	(\$1,562,178)	(\$1,660,487)	(\$98,308)	5.92%
Banking Analysis Fees	(\$9,300)	(\$9,300)	\$0	0.00%
Fund Balance Replenishment	\$511,859	\$511,859	\$0	0.00%
Contingency	\$0	\$250,000	\$250,000	100.00%
Lost Revenues	(\$918,375)	\$0	\$918,375	0.00%
TOTAL	\$3,902,716	\$5,144,622	\$1,241,905	24.14%



SPECIAL REVENUE FUNDS

Grants Fund

- Created to centralize most state, federal and other grant programs

Streets Fund

- The is a dedicated fund created to centralize the Virginia Department of Transportation Urban Allocation Funds

CDBG Fund

- Community Development Block Grant Fund is a Federal Development Program that provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities

Stormwater Fund

- The Stormwater Utility fund houses the City's stormwater management program. The ordinance established a stormwater fee at a rate of \$3.75 per Equivalent Residential Unit (ERU).



FY 2022-23 SPECIAL REVENUE FUNDS AMENDED BUDGET

SPECIAL FUNDS REVENUE				
REVENUES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Grants Fund	\$1,002,267	\$1,032,077	\$29,810	2.89%
Streets Fund	\$5,984,699	\$6,746,448	\$761,749	11.29%
CDBG Fund	\$628,399	\$583,253	(\$45,146)	-7.74%
Stormwater Fund	\$1,259,012	\$1,243,066	(\$15,945)	-1.28%
SPECIAL FUNDS EXPENDITURES				
EXPENDITURES	APPROVED BUDGET	AMENDED BUDGET	CHANGES	% (+)(-)
Grants Fund	\$1,002,267	\$1,032,077	\$29,810	2.89%
Streets Fund	\$5,984,699	\$6,746,448	\$761,749	11.29%
CDBG Fund	\$628,399	\$583,253	(\$45,146)	-7.74%
Stormwater Fund	\$1,259,012	\$1,243,066	(\$15,945)	-1.28%

SPECIAL FUNDS REVENUE & EXPENDITURES

- 11.29% increase to Streets:
 - \$648,233.48 increase for Urban Highway Maintenance
- -7.74% decrease to Community Development Block Grant (CDBG); Funding reduced by (\$45,146)



Enterprise Funds



Golf Course Fund

Accounts for all funding associated with the City's Golf Course



Mass Transit Fund

Accounts for all funds associated with the Petersburg Area Transit both revenue and expenditure



Utilities Fund

Accounts for all revenue and expenditures associated with the Water and Wastewater Services

FY 2022-23 ENTERPRISE FUNDS AMENDED BUDGET

ENTERPRISE FUND REVENUE				
Utilities Fund	\$15,116,132	\$14,719,890	(\$396,242)	-2.69%
Golf Fund	\$1,379,028	\$1,357,925	(\$21,104)	-1.55%
Transit Fund	\$4,974,745	\$6,815,205	\$1,840,460	27.01%

ENTERPRISE FUND EXPENDITURES				
Utilities Fund	\$15,116,132	\$14,719,890	(\$396,242)	-2.69%
Golf Fund	\$1,379,028	\$1,357,925	(\$21,104)	-1.55%
Transit Fund	\$4,974,745	\$6,815,205	\$1,840,459	27.01%
TOTAL	\$21,469,905	\$22,893,019	\$1,423,114	6.22%

ENTERPRISE FUND REVENUES & EXPENDITURES

- 27.01% increase to Transit:
 - \$1,840,460 additional revenues:
 - State Grant Revenue-Monthly OP Allot adjusted by \$609,622 (increase) revenue
 - Project [Demo/Technical Assistance][State] \$1,230,989 added revenue



FY 2022-23 AMENDED BUDGET



This concludes our FY2022-23 Amended Budget Presentation.

FY 2022-23 AMENDED BUDGET



Honorable Mayor Samuel Parham

Vice Mayor Annette Smith-Lee

Members of Council

City Manager March Altman

Deputy City Manager Tangelia Innis

Consultant Kenneth Miller

