



# City of Petersburg Virginia

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## May 25, 2021, Special City Council Meeting

May 25, 2021  
Virtual Meeting  
12:00 PM

### City Council

Samuel Parham, Mayor – Ward 3  
Annette Smith-Lee, Vice-Mayor – Ward 6  
Treska Wilson-Smith, Councilor – Ward 1  
Darrin Hill, Councilor – Ward 2  
Charlie Cuthbert, Councilor – Ward 4  
W. Howard Myers, Councilor – Ward 5  
John A. Hart, Sr., Councilor – Ward 7

**Interim City Manager**  
Kenneth Miller

- 
1. **Roll Call**
  2. **Determination of the Presence of a Quorum**
  3. **Discussions/Considerations/Reports**
    - a. Consideration of the City of Petersburg's FY2021-22 Proposed Operating and Capital Budget and the Appropriations Ordinance.
  4. **Adjournment**



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 25, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Kenneth Miller, Interim City Manager

**FROM:** Robert Floyd

**RE:** **Consideration of the City of Petersburg's FY2021-22 Proposed Operating and Capital Budget and the Appropriations Ordinance.**

**PURPOSE:** Consideration of the City of Petersburg's FY2021-22 Proposed Operating and Capital Budget and Appropriation Ordinance.

**REASON:** The Interim City Manager presented to FY2021-22 Proposed Operating Budget to City Council on April 6, 2021. A revised Proposed Operating Budget was provided to City Council on April 29, 2021. There were two community budget work sessions held on May 11th and May 13th and an official public hearing was held on May 18th to receive community input. The final step in the budget process is for City Council to adopt the FY2021-22 Proposed Operating Budget and approve the Appropriation Ordinance.

**RECOMMENDATION:** Staff recommends that City Council adopts and approves the City of Petersburg's FY2021-22 Proposed Operating and Capital Budget and Appropriation Ordinance.

**BACKGROUND:** The Interim City Manager has proposed an operating spending plan of \$103,613,656 and a capital spending plan of \$18,008,594 for FY2021-22. A revised Proposed Operating Budget was provided to City Council on April 29, 2021. There were two community budget work sessions held on May 11th and May 13th and an official public hearing was held on May 18th to receive community input. The final step in the budget process is for City Council to adopt the FY2021-22 Proposed Operating Budget and approve the Appropriation Ordinance.

**COST TO CITY:** \$103,613,656

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** \$103,613,656

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** ALL

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A**

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**ATTACHMENTS:**

1. All Funds Appopriation FY 2021-22 Budget
2. FY 2021-22 Proposed Operating Budget Approval Presentation
3. FY 2021-22 Proposed Operating Budget Approval Presentation

AN ORDINANCE MAKING APPROPRIATIONS IN  
THE ALL FUNDS BUDGET  
FOR THE FISCAL YEAR COMMENCING ON  
JULY 1, 2021 AND ENDING JUNE 30, 2022.

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BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

- I. That appropriations for the fiscal year commencing July 1, 2021 and ending June 30, 2022, in the All Funds Budget are made from the following resources and revenues of the City.

**Revenue**

General Fund Revenue	\$74,724,623
General Property Taxes	\$34,457,439
Other Local Taxes	\$13,554,136
Licenses, Permits and Fees	\$364,890
Fines and Forfeitures	\$687,079
Revenue from Use of Money and Property	\$97,500
Revenue from Other Agencies	\$21,340,535
Charges for Services	\$3,021,664
Miscellaneous Revenues	\$970,880
Recovered Costs	\$30,500
Non-Revenue Receipts	\$200,000
Grants Fund	\$938,048
Community Development Block Grant	\$632,000
VDOT Highway Maintenance Urban Allocation	\$5,987,385
Utilities	\$13,475,933
Mass Transit	\$5,593,585
Dogwood Trace Golf Course	\$1,205,079
Stormwater	\$1,057,003
<b>Total Revenue</b>	<b>\$103,613,656</b>

- II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing on July 1, 2021 and ending June 30, 2022 the following sums for the purposes mentioned:

**Expenses**

General Fund Expenditures	\$74,724,623
General Government	\$7,161,605
Constitutional Offices	\$5,005,969
Public Safety	\$17,334,337
Courts & Other Public Safety	\$282,389
Public Works	\$4,703,595
Social Services	\$14,653,957

Leisure & Community Engagement	\$1,840,161
Development Services	\$1,749,183
Debt Service	\$3,127,269
Fund Balance Restoration	\$511,859
Schools Transfer	\$10,000,000
Non-Departmental	\$5,913,910
Transfers to other Funds	\$2,465,430
Grants Fund	\$938,048
Community Development Block Grant	\$632,000
VDOT Highway Maintenance Urban Allocation	\$5,987,385
Utilities	\$13,475,933
Mass Transit	\$5,593,585
Dogwood Trace Golf Course	\$1,205,079
Stormwater	\$1,057,003
<b>Total Expenses</b>	<b>\$103,613,656</b>

This budget recommends no increase in the Real Estate Tax Rate of \$1.35: the Personal Property Tax Rate of \$4.90: the Machinery & Tools Tax Rate of \$3.80.



# FY 2021-22 PROPOSED OPERATING BUDGET

A NEW DAY...A NEW VISION

*City of Petersburg*  
VIRGINIA



ROBERT A. FLOYD  
DIRECTOR OF BUDGET & PROCUREMENT

# FY 2021-22 PROPOSED OPERATING BUDGET HIGHLIGHTS

This Proposed Operating Budget is recommending all non-seasonal employees be brought up to \$15/hour by FY2022-23

Organizational Changes to the City's Executive Team

Budgeted \$750,000 to be transferred to the Courts Capital Fund for the construction of the new court building

Realigned the funding sources for positions to align with where they work

Each Departmental Budget consists of the following:

- Personnel breakdown by number of positions as well as by salaries
- Departmental Goals for FY2021-22
- Departmental Performance Measures
- Progressive funding for government operations returning to normalcy
- 2% Reduction in overall Health Care Cost

Level Funding for Petersburg Public Schools (\$10,000,000)

Adhered to City's Financial Policy of budgeting at least \$500,000 towards fund balance and \$500,000 towards Capital Improvements



# STRATEGIC PLAN IS THE FOUNDATION FOR THE FY 2021-22 PROPOSED OPERATING BUDGET

## Economic Development

- Promote Economic Development to Attract New Businesses and Strengthen the City's Tax Base

## Neighborhood Vitality

- Support Community Development Activities to Enhance Neighborhoods and Improve Housing

## Good Governance

- Provide Good Governance for Efficient, Effective, and Equitable Service Delivery, Productive Citizen Engagement, and Community Improvement

## Celebrate Petersburg

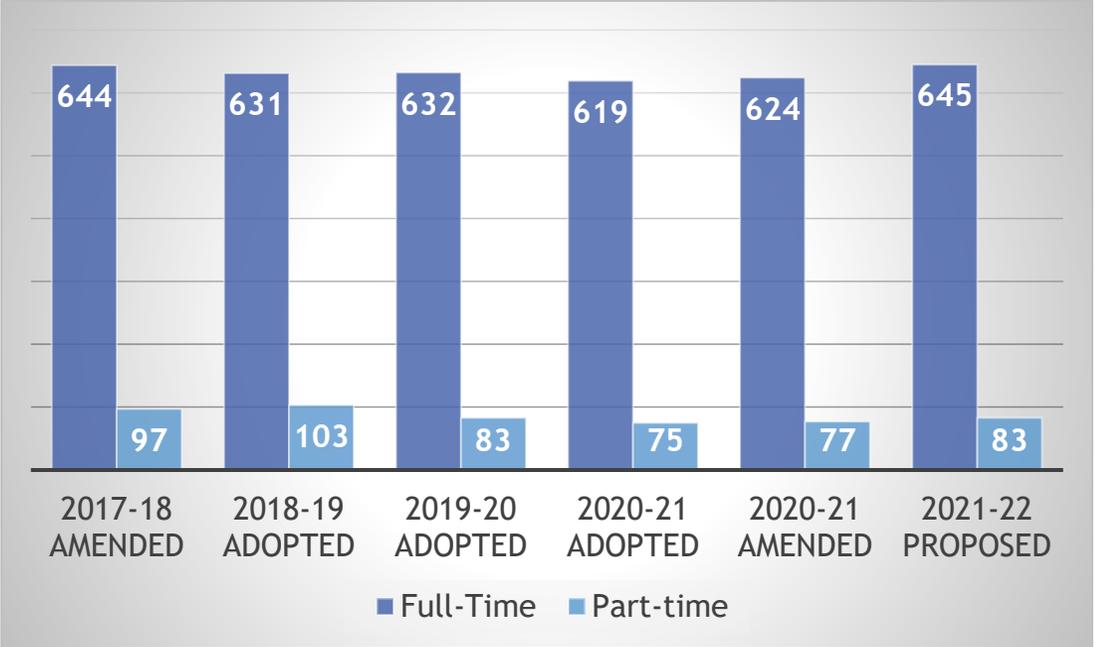
- Celebrate Petersburg's History and Culture

# FY 2021-22 Proposed Operating Budget Summary

REVENUES							
FUND	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Fund	74,271,696	76,063,719	72,322,001	73,338,140	74,582,232	74,724,623	.19%
Grants Fund	1,417,349	1,037,287	3,714,735	785,302	6,306,684	938,048	(85.13%)
Streets Fund	1,487,732	960,680	8,484,548	5,981,699	8,584,800	5,987,385	(30.26%)
CDBG Fund	446,356	615,138	504,863	1,592,032	1,592,032	632,000	(60.30%)
Utilities Fund	12,969,976	14,632,631	14,575,031	15,119,619	15,119,619	13,475,933	(10.87%)
Stormwater Fund	3,813,497	1,476,245	968,524	1,460,249	1,460,249	1,057,003	(27.61%)
Golf Fund	1,088,270	949,945	1,100,241	1,204,850	1,204,850	1,205,079	.02%
Transit Fund	3,216,090	3,215,537	5,367,414	4,843,163	6,094,403	5,593,585	(8.22%)
<b>TOTAL</b>	<b>\$98,710,966</b>	<b>\$98,951,182</b>	<b>\$107,037,357</b>	<b>\$104,325,053</b>	<b>\$114,944,868</b>	<b>\$103,613,656</b>	<b>(9.86%)</b>
EXPENDITURES							
FUND	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Fund	69,788,126	72,260,939	71,006,068	73,338,140	74,582,232	74,724,623	.19%
Grants Fund	1,341,423	1,058,612	2,021,680	785,302	6,306,684	938,048	(85.13%)
Streets Fund	2,523,834	2,891,629	4,768,988	5,981,699	8,584,800	5,987,385	(30.26%)
CDBG Fund	599,465	469,979	572,332	1,592,032	1,592,032	632,000	(60.30%)
Utilities Fund	12,601,140	10,831,973	10,886,547	15,119,619	15,119,619	13,475,933	(10.87%)
Stormwater Fund	2,796,688	614,378	507,442	1,460,249	1,460,249	1,057,003	(27.61%)
Golf Fund	1,015,809	942,681	603,025	1,204,850	1,204,850	1,205,079	.02%
Transit Fund	4,680,265	3,539,456	3,552,007	4,843,163	6,094,403	5,593,585	(8.22%)
<b>TOTAL</b>	<b>\$95,346,749</b>	<b>\$92,609,646</b>	<b>\$93,918,089</b>	<b>\$104,325,053</b>	<b>\$114,944,868</b>	<b>\$103,613,656</b>	<b>(9.86%)</b>



# Full-time Personnel Summary for FY2021-22



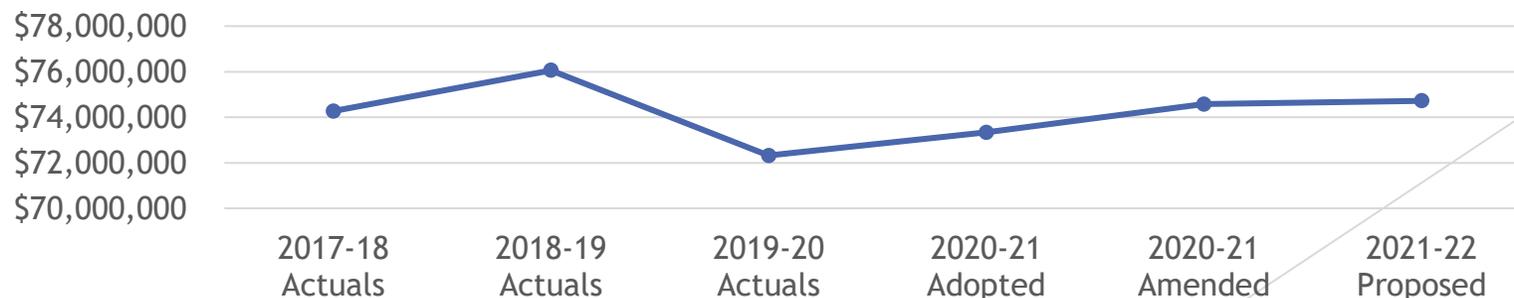
- City Manager’s Office +2
- Human Resources -2
- Billing & Collections -1
- Information Technology -1
- City Treasurer +1
- Police +5
- Emergency Communications -2
- Animal Control +1
- Fire +6
- Community Corrections +1
- General Services -3
- Facilities Management +3
- Social Services +1
- VJCCCA -1
- Recreation & Community Affairs -1
- Planning +1
- Streets Operations +3
- Petersburg Area Transit +5
- Utilities +4



# FY 2021-22 General Fund Revenue Summary

	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Property Taxes	33,025,417	35,568,665	34,472,890	32,697,309	34,197,809	34,457,439	.76%
Other Local Taxes	14,573,067	14,967,892	12,798,820	13,496,877	13,603,680	13,554,136	(.36%)
Permits, Fees & Licenses	272,177	364,216	324,777	363,600	377,900	364,890	(3.44%)
Fines & Forfeitures	931,690	832,195	930,750	858,643	593,230	687,079	15.82%
Revenue From Use of Money/Property	125,481	168,551	102,583	122,000	99,000	97,500	(1.52%)
Charges For Services	3,294,611	2,994,317	2,141,690	3,016,083	3,033,170	3,021,664	(.38%)
Miscellaneous Revenue	1,604,070	716,237	1,280,400	1,109,737	1,073,208	970,880	(9.53%)
Recovered Costs	97,042	170,494	103,646	80,500	158,326	30,500	(80.74%)
Revenue From the Commonwealth	14,933,725	15,184,234	15,124,553	16,428,528	16,415,232	16,336,591	(.48%)
Revenue From the Federal Government	4,552,865	5,200,750	4,822,082	4,931,163	5,030,677	5,003,944	(.53%)
Non-Revenue Receipts	861,551	(103,832)	219,810	233,700	-	200,000	-
<b>TOTAL</b>	<b>\$74,271,696</b>	<b>\$76,063,719</b>	<b>\$72,322,001</b>	<b>\$73,338,140</b>	<b>\$74,582,232</b>	<b>\$74,724,623</b>	<b>.19%</b>

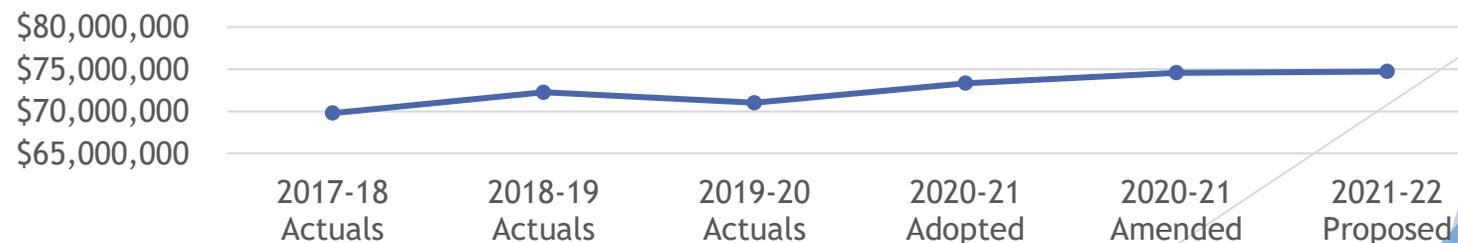
General Fund Revenue Since 2017-18



# FY 2021-22 General Fund Expenditure Summary

	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Government	7,537,441	6,633,847	7,439,572	6,146,167	6,914,216	7,149,704	3.41%
Constitutional Officers	4,330,681	4,327,422	4,391,077	4,574,487	4,711,686	4,967,138	5.42%
Public Safety	18,458,003	16,773,884	16,823,062	17,302,539	17,242,841	17,374,709	.76%
Courts & Other Public Safety	246,658	288,497	242,729	283,275	284,950	282,389	(.90%)
Public Works	4,385,142	4,692,033	4,557,146	4,498,541	4,708,508	4,788,595	1.70%
Social Services	12,651,715	12,838,023	13,150,547	14,905,559	14,850,431	14,653,957	(1.32%)
Leisure & Community Affairs	1,893,593	1,952,449	1,819,621	1,626,268	1,586,582	1,750,671	8.67%
Development Services	1,220,496	1,280,812	1,463,485	1,683,001	1,902,290	1,724,141	(6.99%)
Debt Service	3,094,502	5,452,224	4,010,086	3,531,889	3,531,889	3,127,269	(11.46%)
Schools	8,650,998	9,185,387	10,000,000	10,000,000	10,000,000	10,000,000	-
Transfers	1,469,715	1,413,355	1,366,594	1,227,805	1,227,805	2,465,430	100.80%
Non-Departmental	5,849,182	7,423,005	5,742,148	7,558,609	7,621,036	6,421,910	(15.73%)
<b>TOTAL</b>	<b>\$69,788,126</b>	<b>\$72,260,939</b>	<b>\$71,006,068</b>	<b>\$73,338,140</b>	<b>\$74,582,233</b>	<b>\$74,724,623</b>	<b>.19%</b>

General Fund Expenditures since FY2017-18



# FY2021-22 Capital Budget

Project Categories	FY2021-22 Capital Amount
Facilities	\$260,000
Fire/EMS	\$100,000
Stormwater	\$418,250
Street Operations	\$3,147,993
Water Utilities	\$4,792,500
Wastewater Utilities	\$4,629,000
Petersburg Area Transit	\$907,000
Park N Ride Project	\$2,503,851
Unallocated	\$500,000 (Transfer from General Fund)
Courts	\$750,000 (Transfer from General Fund)
<b>TOTAL FY2021-22 Capital Budget</b>	<b>\$18,008,594</b>



# Timeline of Budget Approval Process

March

- **March 31<sup>st</sup>:** Interim City Manager Distributed Proposed Operating Budget to City Council

April

- **April 6<sup>th</sup>:** Formal Presentation of Proposed Operating Budget
- **April 29<sup>th</sup>:** Interim City Manager Distributed Revised Proposed Operating Budget to City Council

May

- **3<sup>rd</sup>:** Scheduled Public Hearing for Proposed Operating Budget & PCPS Budget
- **11<sup>th</sup> and 13<sup>th</sup>:** Community Budget Work Sessions
- **18<sup>th</sup>:** Public Hearing for Proposed Operating Budget & PCPS Budget
- **25<sup>th</sup>:** City Council Approves Proposed Operating Budget & PCPS Budget

June

- **1<sup>st</sup>:** Presentation of CIP Process Recommendations
- **15<sup>th</sup>:** City Council Votes to Approve CIP Process
- **30<sup>th</sup>:** End of Fiscal Year



*Thank  
you*

- ▶ I want to say a special thank you to the following:
- ▶ City Council for their support
- ▶ Interim City Manager for his guidance, leadership and support during the budget development process
- ▶ Budget Team
  - ▶ Randall K. Williams
  - ▶ Logan Tollison
  - ▶ Alesha Mann
- ▶ City of Petersburg staff for the cooperation and understanding during this process



# FY 2021-22 PROPOSED OPERATING BUDGET

A NEW DAY...A NEW VISION

*City of Petersburg*  
VIRGINIA



ROBERT A. FLOYD  
DIRECTOR OF BUDGET & PROCUREMENT

# FY 2021-22 PROPOSED OPERATING BUDGET HIGHLIGHTS

This Proposed Operating Budget is recommending all non-seasonal employees be brought up to \$15/hour by FY2022-23

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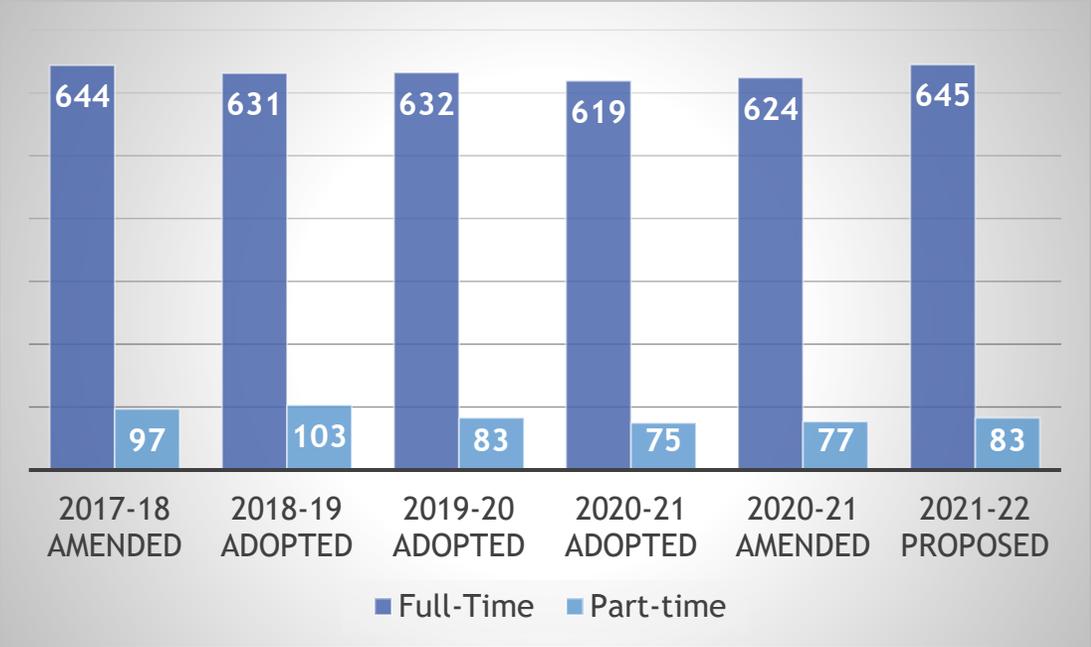
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Utilities Fund	12,969,976	14,632,631	14,575,031	15,119,619	15,119,619	13,475,933	(10.87%)
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Golf Fund	1,015,809	942,681	603,025	1,204,850	1,204,850	1,205,079	.02%
Transit Fund	4,680,265	3,539,456	3,552,007	4,843,163	6,094,403	5,593,585	(8.22%)
<b>TOTAL</b>	<b>\$95,346,749</b>	<b>\$92,609,646</b>	<b>\$93,918,089</b>	<b>\$104,325,053</b>	<b>\$114,944,868</b>	<b>\$103,613,656</b>	<b>(9.86%)</b>



# Full-time Personnel Summary for FY2021-22



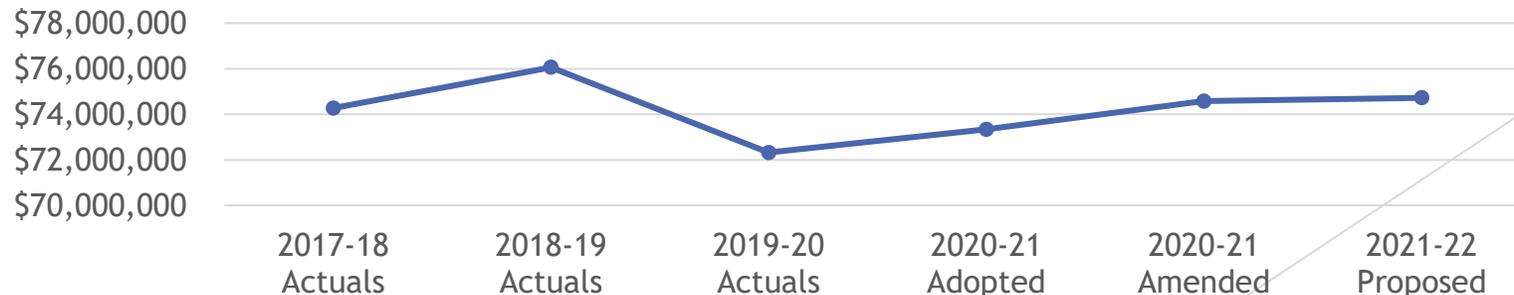
- City Manager’s Office +2
- Human Resources -2
- Billing & Collections -1
- Information Technology -1
- City Treasurer +1
- Police +5
- Emergency Communications -2
- Animal Control +1
- Fire +6
- Community Corrections +1
- General Services -3
- Facilities Management +3
- Social Services +1
- VJCCCA -1
- Recreation & Community Affairs -1
- Planning +1
- Streets Operations +3
- Petersburg Area Transit +5
- Utilities +4



# FY 2021-22 General Fund Revenue Summary

	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Property Taxes	33,025,417	35,568,665	34,472,890	32,697,309	34,197,809	34,457,439	.76%
Other Local Taxes	14,573,067	14,967,892	12,798,820	13,496,877	13,603,680	13,554,136	(.36%)
Permits, Fees & Licenses	272,177	364,216	324,777	363,600	377,900	364,890	(3.44%)
Fines & Forfeitures	931,690	832,195	930,750	858,643	593,230	687,079	15.82%
Revenue From Use of Money/Property	125,481	168,551	102,583	122,000	99,000	97,500	(1.52%)
Charges For Services	3,294,611	2,994,317	2,141,690	3,016,083	3,033,170	3,021,664	(.38%)
Miscellaneous Revenue	1,604,070	716,237	1,280,400	1,109,737	1,073,208	970,880	(9.53%)
Recovered Costs	97,042	170,494	103,646	80,500	158,326	30,500	(80.74%)
Revenue From the Commonwealth	14,933,725	15,184,234	15,124,553	16,428,528	16,415,232	16,336,591	(.48%)
Revenue From the Federal Government	4,552,865	5,200,750	4,822,082	4,931,163	5,030,677	5,003,944	(.53%)
Non-Revenue Receipts	861,551	(103,832)	219,810	233,700	-	200,000	-
<b>TOTAL</b>	<b>\$74,271,696</b>	<b>\$76,063,719</b>	<b>\$72,322,001</b>	<b>\$73,338,140</b>	<b>\$74,582,232</b>	<b>\$74,724,623</b>	<b>.19%</b>

General Fund Revenue Since 2017-18



# FY 2021-22 General Fund Expenditure Summary

	2017-2018 ACTUALS	2018-2019 ACTUALS	2019-2020 ACTUALS	2020-2021 ADOPTED	2020-2021 AMENDED	2021-2022 PROPOSED	PERCENT CHANGE
General Government	7,537,441	6,633,847	7,439,572	6,146,167	6,914,216	7,149,704	3.41%
Constitutional Officers	4,330,681	4,327,422	4,391,077	4,574,487	4,711,686	4,967,138	5.42%
Public Safety	18,458,003	16,773,884	16,823,062	17,302,539	17,242,841	17,374,709	.76%
Courts & Other Public Safety	246,658	288,497	242,729	283,275	284,950	282,389	(.90%)
Public Works	4,385,142	4,692,033	4,557,146	4,498,541	4,708,508	4,788,595	1.70%
Social Services	12,651,715	12,838,023	13,150,547	14,905,559	14,850,431	14,653,957	(1.32%)
Leisure & Community Affairs	1,893,593	1,952,449	1,819,621	1,626,268	1,586,582	1,750,671	8.67%
Development Services	1,220,496	1,280,812	1,463,485	1,683,001	1,902,290	1,724,141	(6.99%)
Debt Service	3,094,502	5,452,224	4,010,086	3,531,889	3,531,889	3,127,269	(11.46%)
Schools	8,650,998	9,185,387	10,000,000	10,000,000	10,000,000	10,000,000	-
Transfers	1,469,715	1,413,355	1,366,594	1,227,805	1,227,805	2,465,430	100.80%
Non-Departmental	5,849,182	7,423,005	5,742,148	7,558,609	7,621,036	6,421,910	(15.73%)
<b>TOTAL</b>	<b>\$69,788,126</b>	<b>\$72,260,939</b>	<b>\$71,006,068</b>	<b>\$73,338,140</b>	<b>\$74,582,233</b>	<b>\$74,724,623</b>	<b>.19%</b>

General Fund Expenditures since FY2017-18



# FY2021-22 Capital Budget

Project Categories	FY2021-22 Capital Amount
Facilities	\$260,000
Fire/EMS	\$100,000
Stormwater	\$418,250
Street Operations	\$3,147,993
Water Utilities	\$4,792,500
Wastewater Utilities	\$4,629,000
Petersburg Area Transit	\$907,000
Park N Ride Project	\$2,503,851
Unallocated	\$500,000 (Transfer from General Fund)
Courts	\$750,000 (Transfer from General Fund)
<b>TOTAL FY2021-22 Capital Budget</b>	<b>\$18,008,594</b>



# Timeline of Budget Approval Process

March

- **March 31<sup>st</sup>:** Interim City Manager Distributed Proposed Operating Budget to City Council

April

- **April 6<sup>th</sup>:** Formal Presentation of Proposed Operating Budget
- **April 29<sup>th</sup>:** Interim City Manager Distributed Revised Proposed Operating Budget to City Council

May

- **3<sup>rd</sup>:** Scheduled Public Hearing for Proposed Operating Budget & PCPS Budget
- **11<sup>th</sup> and 13<sup>th</sup>:** Community Budget Work Sessions
- **18<sup>th</sup>:** Public Hearing for Proposed Operating Budget & PCPS Budget
- **25<sup>th</sup>:** City Council Approves Proposed Operating Budget & PCPS Budget

June

- **1<sup>st</sup>:** Presentation of CIP Process Recommendations
- **15<sup>th</sup>:** City Council Votes to Approve CIP Process
- **30<sup>th</sup>:** End of Fiscal Year



*Thank  
you*

- ▶ I want to say a special thank you to the following:
- ▶ City Council for their support
- ▶ Interim City Manager for his guidance, leadership and support during the budget development process
- ▶ Budget Team
  - ▶ Randall K. Williams
  - ▶ Logan Tollison
  - ▶ Alesha Mann
- ▶ City of Petersburg staff for the cooperation and understanding during this process