

FY 24-FY 25 Proposed Operating Budget



Proposed FY25 Revenue & Expense Summary

By Tax Rate

- At the current tax rate of \$1.27, all programs can be funded, including the new Turf Division.
- At a middle tax rate of \$1.19, there will need to be \$2,160,061 cut in programs.
- At a bottom tax rate of \$1.12, there will need to be \$3,747,916 cut in programs.

Projection	TAX RATE	Revenues (90% collection)	Expenditures	Variance
High	1.27	\$93,009,922	\$92,738,122	\$271,800
Med	1.19	\$90,578,061	\$92,738,122	(2,160,061)
Low	1.12	\$88,990,206	\$92,738,122	(3,747,916)



Special Programs

The proposed budget includes two new programs that will enhance the city's position.

- **Turf Division (\$324,000)**
 - Upkeep & beautification of Petersburg Sports Complex
 - Promote increased tourism & revenue for the city from enhanced amenities & tournaments
 - Will also maintain Albert Jones Field, Cameron Field, Legend's Park, Blandford Church, & Centre Hill Museum
- **Police, Fire, & employee class & comp. retention (\$1.3M)**



Impact of not having FY23 Annual Comprehensive Financial Report

- There is no impact on current FY25 revenue projections.
 - Tax collection rates & associated collection amounts are based on internal data from the City Assessor, Commissioner of Revenue, & Treasurer.
 - Revenue projections were made using up to date figures & currently available information.
- The actual fund balance amount from FY23 is not final.
 - This impacts the amount of fund balance increase that can be used to fund one-time expenses, per Council-approved Financial Policy.
- General Ledger adjustments are not yet finalized.



Personnel Summary

DEPARTMENT	FT	VACANCIES
CITY COUNCIL	1	0
CITY MANAGER	4	1
CITY ATTORNEY	3	1
CITY ASSESSOR	6	0
COLLECTIONS	11	1
FINANCE	9	2
PROCUREMENT	3	1
HUMAN RESOURCES	7	1
INFORMATION TECHNOLOGY	4	0
COMMISSIONER OF THE REVENUE	6	1
CITY TREASURER	4	1
CIRCUIT COURT	1	0
COMMONWEALTH ATTORNEY	15	2
CLERK OF CIRCUIT COURT	11	2
SHERIFF	25	1
REGISTRAR	3	0
SOCIAL SERVICES	112	43
CHILDRENS SERVICES ACT	1	0
POLICE	100	9
EMERGENCY COMMUNICATIONS	16	6
FIRE	76	17
CODE ENFORCEMENT	10	0
ANIMAL CONTROL	5	2
VJCCA	2	1
ENGINEERING	5	1
GROUNDS	13	1
FACILITY MANAGEMENT	18	4
PARKS & RECREATION	5	0
LIBRARY	9	1
PLANNING	9	3
ECONOMIC DEVELOPMENT	4	2
GOVERNMENT RELATIONS	3	0
TOTAL	501	104

- The General Fund has 501 positions with 104 positions vacant.
- Highlighted vacancies (74) cannot be used as a source of extra funding or to balance the budget.
 - Constitutional Officer vacancies (5) are funded by the comp board.
 - Social Services vacancies (43) are off limits due to state requirements.
 - Police & Fire vacancies (26) are off limits due to ongoing recruitment efforts & training academies.



Revenue Summary

General Fund Revenues	2023-2024 Amended	2024-2025 Proposed
General Property Taxes	40,440,253	44,402,071
Other Local Taxes	16,661,901	18,152,000
Permits, Fees & Licenses	369,490	559,820
Fines & Forfeitures	522,500	607,500
Revenue From Use of Money/Property	81,000	89,827
Charges For Services	3,112,450	3,183,880
Miscellaneous Revenue	1,455,500	250,500
Recovered Costs	36,500	38,500
Revenue From the Commonwealth	16,820,807	16,985,824
Revenue From the Federal Government	8,203,416	8,700,000
Non-Revenue Receipts	380,000	40,000
TOTAL	88,083,817	93,009,922



One-Time Expenses

FY2023 Increase in Fund Balance (Will be replaced with audited amount)	\$19,611,930
25% of Fund Balance Increase (Council approved Financial Policy)	\$4,902,983
Amount of One-Time Funds Budgeted in FY25	\$2,704,651
Remaining FY25 One-Time Funds (To support Capital Improvement Plan (CIP) or Council Approved Projects)	\$2,198,332

FY25 One-Time Expense List

Dept	Item	Cost
Assessor	Infrastructure/Technology Upgrade	25,000
	Infrastructure/Technology Upgrade	10,000
IT	Vehicle/Major Equipment	10,900
Sheriff	Vehicle/Major Equipment	107,934
Registrar	Infrastructure/Technology Upgrade	10,000
	Vehicle/Major Equipment	317,500
Police	Infrastructure/Technology Upgrade	100,000
Animal Control	Vehicle/Major Equipment	70,000
	Vehicle/Major Equipment	1,125,440
Fire	Infrastructure/Technology Upgrade	170,000
Facilities	Vehicle/Major Equipment	205,000
Grounds	Vehicle/Major Equipment	30,000
Recreation	Vehicle/Major Equipment	37,000
Planning	Vehicle/Major Equipment	40,000
Code Enf.	Vehicle/Major Equipment	200,000
TOTAL One-Time Expense:		\$2,704,651

Proposed Expenditure Summary

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
GENERAL GOVERNMENT						
City Council	329,992	157,000	53,233	117,000	30,800	358,033
City Manager	823,115	469,518	134,447	107,000	165,500	876,465
City Attorney	460,916	296,787	90,515	65,000	17,464	469,766
Human Resources	909,878	437,158	148,821	151,500	32,532	770,011
Assessor	588,365	377,520	124,325	38,500	50,200	590,545
Finance	679,629	604,553	193,406	202,000	21,500	1,021,459
Billing & Collections	500,754	520,936	135,074	63,000	111,732	830,742
Procurement	339,231	212,749	51,511	1,250	74,520	340,030
Information Technology	1,168,326	365,290	100,882	340,000	408,870	1,215,042
TOTAL GENERAL GOVERNMENT	5,800,204					6,472,093

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
CONSTITUTIONAL OFFICERS						
Commissioner of Revenue	454,199	301,504	102,465	15,000	41,612	460,581
Treasurer	248,515	206,190	84,221	18,721	10,731	319,863
Registrar	550,739	283,400	61,676	147,844	107,041	599,961
Clerk of Circuit Court	841,893	573,158	174,786	143,000	31,550	922,494
Commonwealth Attorney	1,607,090	1,256,099	331,414	40,000	87,896	1,715,409
Sheriff	1,915,326	1,545,685	395,137	130,635	185,000	2,256,457
TOTAL CONSTITUTIONAL OFFICERS	5,617,762					6,274,765

Proposed Expenditure Summary

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
PUBLIC SAFETY						
Police	9,430,902	6,630,090	2,095,205	562,000	611,500	9,898,795
911 Emergency Communications	1,558,018	1,033,708	304,810	560,000	172,500	2,071,018
Animal Control	325,338	222,074	65,964	26,500	13,300	327,838
Fire/EMS	8,059,807	5,433,417	1,715,186	569,270	877,700	8,595,574
VJCCCA Services	218,383	147,012	43,871	14,200	12,300	217,383
City Funds- Community Corrections	-	26,000	4,802	-	-	30,802
Victim Witness	26,286	-	735	4,000	21,551	26,286
Community Policing Outreach Center	127,131	21,900	1,675	103,556	1,200	128,331
TOTAL PUBLIC SAFETY	19,745,865					21,296,027

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
COURTS & OTHER PUBLIC SAFETY						
Circuit Court Judges & Admin.	91,510	66,000	22,941	-	5,050	93,991
General District Court	52,500	-	-	41,200	12,100	53,300
Magistrate	25,000	-	-	1,000	23,600	24,600
11th District Court Services Unit	104,583	-	-	9,500	102,737	112,237
Juvenile Domestic Relations Court	8,750	-	-	1,300	7,450	8,750
TOTAL COURTS & OTHER PUBLIC SAFETY	282,343					292,878

Proposed Expenditure Summary

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
GENERAL SERVICES						
Public Works (Engineering)	463,309	275,002	88,306	100,000	-	463,308
Facilities Management	2,865,291	922,487	325,072	845,000	1,119,168	3,211,727
Grounds	1,362,749	540,697	183,850	580,000	87,956	1,392,503
Refuse Collection	1,700,000	-	-	2,000,000	-	2,000,000
TOTAL GENERAL SERVICES	6,391,349					7,067,538

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
SOCIAL SERVICES						
Social Services	10,555,957	4,950,690	1,677,539	212,460	4,198,448	11,039,137
Children's Services Act	4,303,460	69,127	23,836	4,207,248	3,250	4,303,461
TOTAL SOCIAL SERVICES	14,859,417					15,342,598

Proposed Expenditure Summary

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
LEISURE & CULTURAL AFFAIRS						
Recreation & Community Engagement	854,053	469,493	127,578	99,750	90,800	787,621
Library	1,532,014	690,950	172,831	139,000	462,653	1,465,434
Cemeteries Administration	48,047	16,380	2,596	-	66,730	85,706
Turf Division	-	200,958	57,000	-	162,550	420,508
TOTAL LEISURE & CULTURAL AFFAIRS	2,434,114					2,759,269

	2023-2024 AMENDED	SALARIES	BENEFITS	CONTRACTUAL SERVICES	MATERIALS, SUPPLIES, & OTHER EXPENSES	2024-2025 TOTAL PROPOSED
DEVELOPMENT SERVICES						
Planning	880,125	553,531	199,933	58,500	77,801	889,765
Economic Development	504,271	299,484	100,227	44,000	77,400	521,111
Government Relations	895,462	249,296	78,248	558,000	37,250	922,794
Code Enforcement	977,695	578,082	189,663	248,000	67,200	1,082,945
TOTAL DEVELOPMENT SERVICES	3,257,553					3,416,615

Proposed Expenditure Summary

Non-Departmental	FY24 Adopted	FY25 Proposed
Accounting & Auditing Services	650,000	275,000
American Red Cross	5,000	5,000
Appomattox River Soil & Water	2,500	3,000
Brightpoint Community College (Formerly John Tyler)	4,675	4,750
Central Virginia Health Services (Petersburg Health Dept.)	610,000	600,000
CivicPlus	D&M	11,076
Cooperative Extension	40,000	40,000
Crater Criminal Justice	D&M	110,124
Crater Distr. Area Agency On Aging	12,000	12,000
Crater Juvenile Detention Services (Crater Youth Care Commission)	403,591	403,000
Crater Planning District Commission	D&M	31,748
District 19 Mental Health Services	228,349	228,349
Environmental Systems Research Institute	D&M	39,700
Public Safety & Officers	-	1,300,000
General Liability Insurance	920,000	920,000
GovernmentJobs.com	D&M	50,000
Health Insurance Increase	-	429,050
Hopewell-Petersburg Healthy Start Loving Steps	25,000	25,000
Line of Duty Insurance	158,000	158,000
Longwood University	D&M	9,500
McKenney Foundation	200,000	100,000

D&M: Figures formerly housed under Dues & Memberships

Proposed Expenditure Summary

Non-Departmental	FY24 Amended	TOTAL
Metropolitan Business League	65,000	65,000
National League of Cities	D&M	3,772
Petersburg Arts Council	-	50,000
Petersburg Area Regional Tourism (PART)	D&M	100,000
Petersburg Symphony & Art League	4,500	4,500
Pictometry International Corporation	D&M	16,472
Richard Bland College	1,500	1,500
Riverside Regional Jail Authority	3,000,000	3,300,000
Southside VA Emergency Crew	650,000	650,000
SOVA Regional Chamber of Commerce	D&M	7,000
TimeClock Plus	D&M	29,292
Unemployment Insurance	20,000	20,000
US Conference of Mayors	-	4,000
Virginia Crossroads	D&M	4,500
Virginia First Cities Coalition	D&M	15,624
Virginia Gateway Region Economic Development	D&M	86,823
Virginia Municipal League	12,773	15,092
Worker's Compensation	1,030,145	1,030,145
YMCA Power Scholars Academy	200,508	273,519
Operational Resources	616,453	300,000
TOTAL NON-DEPARTMENTAL		\$10,732,536

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