



CITY COUNCIL AGENDA April 12, 2022

J. Lloyd Snook, III, Mayor
Juandiego Wade, Vice Mayor
Sena Magill, Councilor
Michael K. Payne, Councilor
Brian R. Pinkston, Councilor
Kyna Thomas, Clerk

5:30 PM SPECIAL MEETING

Register at www.charlottesville.gov/zoom. This meeting is being held electronically in accordance with a local ordinance amended and re-enacted March 7, 2022, to ensure continuity of government and prevent the spread of disease during a declared State of Emergency. Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call (434) 970-3182 or submit a request via email to ada@charlottesville.gov. The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.

Call to Order/Roll Call

Agenda Approval

Consideration of amending the Special Meeting agenda to add Item #3

ACTION ITEM

1. Ordinance: Enacting a Budget and Tax Levy for Fiscal Year 2023
 - a. Ordinance*: Approving a budget and annual appropriation of funding for the City of Charlottesville for the Fiscal Year ending June 30, 2023
 - b. Ordinance*: Establishing the Annual Tax Levy for the City of Charlottesville for Tax Year 2022
2. Resolution*: Establishing 2022 Tax Year Tax Relief Percentage

Council must vote to add Item #3 to the agenda:

3. Ordinance: Amending, reenacting and reordaining Chapter 30 of the City Code, Section 30-283, to increase the meals tax (1st of 2 readings)



FY 2023 Budget Calendar Public Meetings

<u>Topic</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Council/School Board Joint Work Session <i>School Reconfiguration Discussion</i>	September 15, 2021	6:30 PM	Zoom Webinar
Council Work Session <i>Budget Development</i>	October 18, 2021	4:00 PM	Zoom Webinar
Planning Commission Work Session <i>FY23-27 Capital Improvement Program</i>	November 23, 2021	5:00 PM	Zoom Webinar
Planning Commission Public Hearing <i>FY23-27 Capital Improvement Program</i>	December 14, 2021	6:30 PM	Zoom Webinar
Council/School Board Work Session	February 2, 2022	5:00 PM	Zoom Webinar
Council Work Session <i>Budget Development</i>	February 3, 2022	5:00 PM	Zoom Webinar
Proposed City and Adopted School Budgets Presented to Council	March 7, 2022	6:30 PM	Zoom Webinar
Council Work Session <i>FY 2023 Budget – Revenues and Expenses</i>	March 10, 2022	6:00 PM	Zoom Webinar
Council Work Session <i>FY 2023 Budget – Outside and Non Profit Agencies</i>	March 17, 2022	6:00 PM	Zoom Webinar
First Budget and Tax Rate Public Hearing	March 21, 2022	6:30 PM	Zoom Webinar
Community Budget Forum	March 23, 2022	6:00 PM	Zoom Webinar
Council Work Session <i>FY 2023 Budget – Capital Improvement Program</i>	March 31, 2022	6:00 PM	Zoom Webinar
Second Public Hearing Budget/ First Reading Approval of Ordinance Approving FY 23 Budget and Annual Appropriation/First Reading Ordinance Approving Tax Rate/Tax Levy	April 4, 2022	6:30 PM	Zoom Webinar
Council Work Session <i>FY 2023 Budget – Budget Wrap Up</i>	April 7, 2022	6:00 PM	Zoom Webinar
Second Reading and Approval: FY 23 Budget Ordinance and Annual Appropriation and Tax Rate/Tax Levy Ordinance	April 12, 2022	5:30 PM	Zoom Webinar

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	April 12, 2022 (Special Meeting)
Action Required:	Ordinances for Adoption of Budget, Annual Budget Appropriation, Annual Tax Levy (each: 1 Reading)
Presenter:	Krisy Hammill, Sr. Budget and Management Analyst
City Manager	Michael C. Rogers, Interim City Manager
Title:	Action to Enact a Budget and Tax Levy for FY-2023

Background:

Pursuant to Section 5 of the Charter of the City of Charlottesville, and Virginia Code Title 15.2, Chapter 25, a proposed budget was prepared by the City Manager and presented to City Council for consideration. After public notice given in accordance with law, public hearings were conducted by City Council on the City Manager's proposed budget, on the proposed equalized tax rate, and on the other tax rates to be adopted in order to levy taxes in support of the adopted budget, Council is required to vote on these matters.

Discussion:

Following the Budget public hearing, City Council met on Thursday April 7, 2022 to deliberate and consider any additions, deletions or modifications of the items presented within the City Manager's proposed budget, and to consider the proposed annual tax rates. City Council must consider and vote upon three items:

1. Ordinance approving the FY-2023 Budget and Annual Appropriation,
2. Ordinance Establishing the Annual Tax Levy for Tax Year 2022, and
3. Resolution Establishing the Personal Property Tax Relief Percentage for Tax Year 2022 [see separate agenda memo and Resolution provided by Commissioner Divers].

**Amendments to the City Manager's
FY 2023 Proposed General Fund Budget**

Manager's Recommended FY 23 Revenue Estimates	\$ 216,171,432
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Amendments to FY 23 Revenue Estimates

Decrease Revenues

Taxes

Real Estate Tax (\$0.10 Advertised Tax Increase)	(9,207,167)
Virginia Communications Sales and Use Tax	(75,000)

Increase Revenues**Taxes**

Real Estate Tax Revenue (\$0.01 Tax Increase)	925,000
Personal Property Tax (using current rate of \$4.20/\$100)	2,000,000
Utility Taxes	100,000
Sales & Use Tax	900,000
Transient Room Tax	500,000
Meals Tax	25,026
Meals Tax (0.5% increase)	1,250,000

Licenses and Permits

Business & Professional Licenses	300,000
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Total Revenue Amendments	\$ (3,282,141)
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Total Amended FY 23 General Fund Revenue Estimates	\$ 212,889,291
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Manager's Recommended FY 23 Expenditures	\$ 216,171,432
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Amendments to FY 23 Expenditures	-
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Increase Expenditures**Outside and Nonprofits Agencies**Contractual Agencies

Public Defender	20,000
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Vibrant Community Fund Agencies

Paramount Theater	7,500
Public Housing Association of Residents (PHAR)	10,050
AHIP	75,000
Piedmont CASA	3,500
Ready Kids - Early Education Program	25,946
CRHA	20,000
OAR - Drug Court and Therapeutic Docket	27,892

City Department Service Enhancements and Efficiencies

Housing Coordinator Position Upgrade	55,514
Procurement - Restore Funding for 1 FTE - Buyer	81,355
Sheriff - Vehicle Replacement (1)	46,500
Grants Specialist/IG Specialist	120,000
Office of Diversity, Equity and Inclusion	300,000
Commissioner of Revenue - Tax Specialist	60,528
Climate Action Planning	150,000

Affordable Housing Capacity	175,000
Budget Office Capacity including - 1 FTE - Analyst	126,822
MARCUS Alert System - Citywide Reserve	100,000
Public Works - Engineering 3 FTES	325,000
Tax Relief - Additional Funding	250,000

Interagency Transfers

Transfer to Debt Service - School Reconfiguration	1,947,112
Transfer to Capital Projects - Urban Tree Planting	25,000
Transfer to CIP Contingency	1,974,467

Decrease Expenditures

Outside and Nonprofits Agencies

Vibrant Community Fund Agencies

Festival of Cultures	(2,160)
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Interfund Transfers

Transfer to Debt Service - Reserve	
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Other Changes

Unallocated \$0.10 Real Estate Tax Increase Revenue	(9,207,167)
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Total Expenditure Amendments **\$ (3,282,141)**

Total Amended FY 23 General Fund Expenditures	<u>\$ 212,889,291</u>
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Note the Budget Ordinance authorizes a total General Fund Budget of \$214,122,093, a difference of \$1,232,802 from the \$212,889,291 total above. Should the estimated account balances below remain unspent as of June 30, 2022, the following amounts will be authorized for expenditure during FY 2023:

Total Amended FY 23 General Fund Expenditures	212,889,291
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Historic Resources	44,639	
Sister City	23,799	
Citywide Reserve	500,000	
Council Strategic Initiatives	372,820	
Councilor Discretionary Funds	25,000	
Minority Business Fund	16,002	
Job Fair	54,019	
Police Civilian Oversight Board (Remaining Original Start-up Funding)	<u>196,523</u>	
		1,232,802

Total General Fund Budget Authorized per the Ordinance	214,122,093
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**City Council Amendments to the City Manager's
FY 2023 Proposed Capital Improvement Program Budget**

Manager's Recommended FY 23 Revenue Estimates	\$ 23,985,907
Amendments to FY 23 Revenue Estimates	
<i>Increase Revenues</i>	
Transfer from General Fund	1,999,467
Total Revenue Amendments	<u>\$ 1,999,467</u>
	-
Total Amended FY 23 Capital Improvement Fund Revenue Estimates	<u>\$ 25,985,374</u>
	-
Manager's Recommended FY 23 Expenditures	\$ 23,985,907
Amendments to FY 23 Expenditures	
<i>Increase Expenditures</i>	
Urban Tree Planting	25,000
CIP Contingency	1,974,467
Total Expenditure Amendments	<u>\$ 1,999,467</u>
	-
Total Amended FY 23 Capital Improvement Fund Expenditures	<u>\$ 25,985,374</u>

**City Council Amendments to the City Manager's
FY 2023 Proposed Debt Service Fund Budget**

Manager's Recommended FY 23 Revenue Estimates	\$ 11,125,762
Amendments to FY 23 Revenue Estimates	
<i>Increase Revenues</i>	
Transfer from General Fund	1,974,467
Total Revenue Amendments	<u>\$ 1,974,467</u>
	-
Total Amended FY 23 Debt Service Fund Revenue Estimates	<u>\$ 13,100,229</u>
	-
Manager's Recommended FY 23 Expenditures	\$ 11,125,762

Amendments to FY 23 Expenditures

Increase Expenditures

Debt Service Reserve

1,974,467

Total Expenditure Amendments

\$ 1,974,467

Total Amended FY 23 Debt Service Fund Expenditures

\$ 13,100,229

City Manager Recommendation: The City Manager recommends approval of the attached Ordinances.

- *Suggested Motion: “I move the **ORDINANCE** approving a budget and annual appropriation of funding for the City of Charlottesville for the Fiscal Year ending June 30, 2023”*
- *Suggested Motion: “I move the **ORDINANCE** to establish the Annual Tax Levy for the City of Charlottesville for Tax Year 2022”*

Attachments (2):

- Action Item #1: Proposed Ordinance approving a budget and annual appropriation
- Action Item #2: Proposed Ordinance to establish the annual Tax Levy

ORDINANCE
APPROVING A BUDGET AND ANNUAL APPROPRIATION OF FUNDING
FOR THE CITY OF CHARLOTTESVILLE FOR THE FISCAL YEAR ENDING
JUNE 30, 2023

Section 1. Approval of the FY-2023 Budget

The City Manager submitted to the City Council a proposed budget for the fiscal year commencing July 1, 2022, as deemed necessary for the provision of City services.

A duly advertised public hearing was held on April 04, 2022. Thereafter, the City Council reviewed and made revisions to the proposed budget, which contains an itemized and classified plan of all contemplated expenditures, and all estimated revenues and borrowings for the City, for the fiscal year ending June 30, 2023 (“FY-2023”), including reasonable reserves for contingencies and capital improvements. The FY-2023 Budget also sets forth capital expenditures for vehicles, equipment, public street improvements and other transportation projects, and the means of financing them, for capital expenditures to be undertaken in FY-2023 and in a period of the next four (4) fiscal years. NOW, THEREFORE

BE IT ORDAINED by the Council of the City of Charlottesville that the final Budget for the Fiscal Year commencing on July 1, 2022 and ending June 30, 2023 (“FY-2023 Budget”) is hereby approved, containing total estimated expenditures in the amount of **\$518,208,711**.

Section 2. Annual Appropriation

BE IT ORDAINED by the Council of the City of Charlottesville that the annual GENERAL FUND (Fund 105) budget for Fiscal Year 2023 shall be \$214,122,093. City Council further ordains that an appropriation of \$214,122,093 be made in the General Fund, as more particularly set forth below:

Management	
Mayor and City Council	\$950,506
Office of the City Manager/Administration	1,899,229
Office of the City Manager/Communications	681,471
Office of the City Manager/Economic Development	934,822
Office of the City Manager/Community Solutions	894,507
Office of the City Manager/Office of Equity and Inclusion	381,355
Office of the City Manager/Home to Hope	351,850
Office of the City Attorney	1,227,335
Office of General Registrar	754,715
Contributions to Organizational Memberships and Workforce Development Programs	
Virginia Municipal League	17,400

Chamber of Commerce	1,700
Thomas Jefferson Planning District Commission	96,194
Virginia Career Works - Piedmont Region	8,051
Virginia Institute of Government	2,500
Alliance for Innovation	2,550
Virginia First Cities Coalition	18,000
Central Virginia Partnership for Economic Development	24,723
Thomas Jefferson Soil and Water Conservation District	13,440
Central Virginia Small Business Development Center	27,293
Rivanna Conservation Alliance	11,000
National League of Cities	5,000
Community Investment Collaborative	17,500
Center for Nonprofit Excellence	600

Non Departmental Activities

City Strategic Plan/P3: Plan, Perform, Perfect	130,000
Participatory Budgeting	15,000
Virginia Juvenile Community Crime Control Act (Local Match)	108,415
Citizen Engagement Opportunities	15,000
Food Equity	155,000
Innovation Fund	20,000
Sister City Committee	53,799
Performance Agreement Payments	300,000
Citywide Reserve	670,187
Citywide Reserve - MARCUS Alert System	100,000
Ivy Landfill	500,000
Transfer to Debt Service Fund	10,507,900
Transfer to Fund Balance Target Adjustment Fund	481,905
Employee Compensation and Training	1,142,762

Internal and Financial Services

Finance Department - Administration/Purchasing/Assessor	2,872,001
Human Resources	1,488,354
Commissioner of Revenue	1,499,213
Treasurer	1,511,063
Information Technology	3,821,947

Healthy Families and Community

Transfer to Children's Services Act Fund	2,004,722
Transfer to Social Services Fund	3,602,777
Transfer to Human Services/Community Attention Fund	1,506,362
Neighborhood Development Services	3,054,752
Office of Human Rights/Human Rights Commission	282,450
Police Civilian Oversight Board	559,200
Parks and Recreation	12,366,691
Transfer to Convention and Visitors' Bureau	711,082

Community Events and Festivals	
Virginia Film Festival	10,500
Virginia Festival of the Book	11,585
Charlottesville Festival of Cultures	2,880
City Supported Events (Other)	59,722
Contributions to Children, Youth, and Family Oriented Programs	
Boys and Girls Club	114,750
The BridgeLine	34,750
Bridge PAI	10,000
Charlottesville Abundant Life Ministries	10,500
Blue Ridge Health Department	639,858
Charlottesville Free Clinic	119,404
Emergency Assistance Program Support	84,516
Foothills Child Advocacy Center	51,659
Fountain Fund	12,250
Home Visiting Collaborative	280,500
Jefferson Area Board for Aging (JABA)	319,192
Local Food Hub	38,814
MACAA	17,200
Music Resource Center	4,558
On Our Own	8,750
Partner for Mental Health	19,500
PHAR Internship Program	31,085
Piedmont CASA	3,500
Piedmont Family YMCA	57,800
ReadyKids	152,447
Region Ten Community Services Board	1,180,092
Sexual Assault Resources Agency (SARA)	11,550
Shelter for Help in Emergency (SHE)	208,463
Sin Barreras	24,255
Thomas Jefferson Area Coalition for the Homeless	138,200
Unallocated Agency Funding	90,000
United Way - Thomas Jefferson Area	192,504
Virginia Cooperative Extension Program	60,704
Women's Initiative	43,138
Contributions to Education and the Arts	
City Center for Contemporary Arts	56,814
Historic Preservation Task Force	49,639
Jefferson Madison Regional Library	2,075,318
Jefferson School African American Heritage Center	36,000
Lighthouse Studio	11,200
Literacy Volunteers	15,600
McGuffey Art Center	30,723
New City Arts	12,000
Piedmont Virginia Community College	13,040

The Paramount Theater/Arts Education Program	17,500
Virginia Discovery Museum	17,500
WTJU	6,300
Vinegar Hill Theater	12,000

Contributions to Housing Programs

Albemarle Housing Improvement Program (AHIP)	162,500
Habitat for Humanity	42,250
Charlottesville Redevelopment and Housing Authority	20,000
Charlottesville Housing Affordability Tax Grant Program	2,395,000
Piedmont Housing Alliance (PHA)	202,052
Rent Relief for Disabled, a sum sufficient estimated at	178,500
Rent Relief for Elderly, a sum sufficient estimated at	31,500
Stormwater Fee Assistance Program	20,000
Tax Relief for Disabled, a sum sufficient estimated at	148,800
Tax Relief for Elderly, a sum sufficient estimated at	316,200

Infrastructure and Transportation

Public Works: Administration, Facilities Development, Facilities Maintenance, Engineering, Climate Sustainability	6,515,147
Public Works: Hedgerow Properties	118,040
Public Works: Public Service	7,752,093
Transfer to Charlottesville Area Transit Fund	2,513,651
JAUNT Paratransit Services	1,443,081

Public Safety and Justice

City Sheriff	1,586,315
Commonwealth's Attorney	1,294,067
Clerk of Circuit Court	829,040
Circuit Court Judge	105,405
General District Court	23,366
Juvenile and Domestic Relations Court/Court Services Unit	356,139
Magistrate	10,450
Fire Department	14,132,245
Police Department	20,169,731

Contributions to Programs Supporting Public Safety and Justice

Legal Aid Justice Center	52,500
Albemarle Charlottesville Regional Jail	3,728,560
Blue Ridge Juvenile Detention Center	796,709
Emergency Communications Center	1,909,126
Offenders Aid and Restoration	380,337
Society for the Prevention of Cruelty to Animals	289,560
Public Defender's Office	86,167

Local Contribution to Public Schools

Operational Support	62,925,964
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Total Operating Expenditures \$194,735,078

Designated Expenditures

City/School Contracts: Pupil Transportation	\$3,566,673
City/School Contracts: School Building Maintenance	4,239,961
Transfer to Capital Projects Fund	8,737,407
Transfer to Capital Projects Fund - Mall Vendor Fees	78,000
Transfer to Facilities Repair Fund	200,000
Transfer to Debt Service Fund - Meals Tax Revenue	2,564,974
Total Designated Expenditures	\$19,387,015

Total General Fund Expenditures	\$214,122,093
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The City Council further ordains that at the close of FY-2023 the City Manager is authorized to maintain appropriations for encumbrances, grants, capital projects and programs.

The City Council further ordains that the City Manager is authorized to make line-item changes within department budgets and allocate salary lapse between department budgets and the lump sum merit pool budgeted with the Employee Compensation and Benefits budget program, and such changes shall be reported to the City Council by way of periodic financial reports.

The City Council further ordains that the City Manager is authorized to increase the budget and to expend the following funds for the following items of non-budgeted restricted revenue that may occur during FY-2023, which are hereby appropriated for expenditure within the budget program(s) designated by the City Manager, as of the date of receipt thereof by the City:

1. Insurance recoveries received for damages to City properties for which City funds have been expended to make repairs.,
2. Defaulted builder and developer securities to be used for uncompleted projects,
3. Parking Development Fees,
4. Asset forfeiture, Courthouse Security fees and \$4 for Life funds,
5. Donations under \$10,000 given to the City for a specific purpose,
6. Revenues received in excess of this annual appropriation, by the following funds: Transit Fund (Fund 245), Information Technology Fund (Fund 705), Warehouse Fund (Fund 706), Communications Fund (Fund 755), Fleet Maintenance Fund (Fund 753), Joint Health Department Building Fund (Fund 982), Retirement Benefits Fund (869), Parking Fund (Fund 650), Golf Fund (Fund 609), and the Utility Enterprise Funds (Water, Wastewater, Gas and Stormwater), and
7. Landfill Reserve funds for use to cover costs associated with landfill remediation

The City Council further ordains that the appropriations made herein as Councilor Discretionary Funds will be spent in accordance with the guidelines set forth within City Council's adopted Policies and Procedures.

The City Council further ordains that the Employee Classification and Pay Plan for the City of Charlottesville dated July 1, 2022 and effective on that same date, which assigns salary ranges to each class or position in the City service is hereby approved pursuant to Section 19-3 and 19-4 of the City Code, 1990, as amended and a copy of the same shall be kept on file with the records of the meeting at which this resolution is approved.

The City Council further ordains that the annual appropriation in the sum of \$106,916,231 for FY-2023 for annual SCHOOL OPERATIONS is made, which monies are to be expended in accordance with law for purposes authorized and approved by the Charlottesville City School Board. (The City's local contribution to the School Operations is hereinabove appropriated by transfer from the General Fund).

The City Council further ordains that the annual appropriation in the sum of \$18,678,579 for FY-2023 be made from the HEALTH BENEFITS FUND (Fund 718), which monies are to be expended for the payment of health and medical benefit program costs, and for insurance covering such costs, and in addition, for the accumulation of a reserve for future expenditures to pay for such health and medical benefit program costs.

The City Council further ordains that the annual appropriation in the sum of \$33,995,592 or the amount of revenue received by such fund, whichever shall be the greater amount, be made from the RETIREMENT BENEFITS FUND (Fund 869), which monies are to be expended for the payment of retirement benefit program costs, and for insurance covering such costs, and in addition, for the accumulation of a reserve for future expenditures. The City Council further ordains that the Retirement Plan Commission is authorized and directed to provide for the payment from the Retirement Fund of a post-retirement supplement of 2% of the current retirement pay of each eligible retired employee effective July 1, 2021.

The City Council further ordains that the annual appropriation in the sum of \$3,945,931 for FY-2023 be made from the RISK MANAGEMENT FUND (Fund 711), which monies are to be expended for the uses prescribed for such fund, pursuant to the terms of, and subject to the limitations imposed by Article V of Chapter 11 of the Code of the City of Charlottesville, 1990, as amended.

The City Council further ordains that the annual appropriation in the sum of \$1,590,283 for FY-2023 be made from the EQUIPMENT REPLACEMENT FUND (Fund 106), which monies are to be expended for the lease, financing or purchase of motor vehicles and related equipment and for accumulation of a reserve for future equipment purchases.

The City Council further ordains that the annual appropriation in the sum of \$470,585 be made from the FACILITIES REPAIR FUND (Fund 107), which monies are to be expended for carrying out the purposes of repairs to facilities and for accumulation of a reserve for future repairs to facilities.

The City Council further ordains that the annual appropriation in the sum of \$906,941 or the amount of revenue received for FY-2023 be made from the JOINT HEALTH DEPARTMENT BUILDING FUND (Fund 982), which monies are to be expended for general improvements, maintenance, small capital projects and for the accumulation of a reserve to be used for expenses for the Thomas Jefferson Health District building.

The City Council further ordains that the annual appropriation in the sum of \$13,100,229, or as much thereof as may be necessary, be made from the DEBT SERVICE FUND (Fund 302), which monies to be expended for the payment of principal and interest of bonds, notes and other evidence of indebtedness and the cost of issuance thereof issued by the City pursuant to its Charter and/or the Virginia Public Finance Act.

The City Council further ordains that the annual appropriation in the sum of \$6,751,701, or the amount of revenue received by such fund, whichever shall be the lesser amount, be made from the HUMAN SERVICES/COMMUNITY ATTENTION FUND (Fund 213), which monies are to be expended for the operation of the Community Attention Homes and related programs during such fiscal year.

The City Council further ordains that the annual appropriation in the sum of \$15,786,965 or the amount of revenue received by such fund, whichever shall be the lesser amount, be made from the SOCIAL SERVICES FUND (Fund 212), which monies are to be expended for the operation of the Department of Social Services during such fiscal year,

The City Council further ordains that the annual appropriation in the sum of \$8,444,864, or the amount of revenue received by such fund, whichever shall be the lesser amount, be made from the CHILDREN'S SERVICES ACT FUND (Fund 215), which monies are to be expended for the operation of the Children's Services Act entitlement program,

The City Council further ordains that the annual appropriation in the sum of \$11,024,410, or the amount of revenue received by such fund, whichever shall be the greater amount, be made from the TRANSIT FUND (Fund 245), which monies are to be expended for the operation of the public transit system.

The City Council further ordains that the annual appropriation in the sum of \$1,649,187, or the amount of revenue received by such fund, whichever shall be the greater amount be made from the INFORMATION TECHNOLOGY FUND (Fund 705), which monies are to be expended for the operation of the various information technology functions.

The City Council further ordains that the annual appropriation the sum of \$165,323, or the amount of revenue received by such fund, whichever shall be the greater amount, be made from the WAREHOUSE FUND (Fund 706), which monies are to be expended for the operation of the Warehouse.

The City Council further ordains that the annual appropriation in the sum of \$1,415,205 be made from the FLEET MAINTENANCE FUND (Fund 753), which

monies are to be expended for the operation of the Central Garage, Vehicle Wash and Fuel System.

The City Council further ordains that the annual appropriation in the sum of \$570,922 be made from the COMMUNICATIONS SYSTEM FUND (Fund 755), which monies are to be expended for the operation of the citywide phone system and mailroom operations during such fiscal year.

The City Council further ordains that the annual appropriation in the sum of \$1,089,216, or the amount of revenue credited to such fund, whichever shall be the greater amount be made from the GOLF FUND (Fund 609), which monies are to be expended for the operation of the golf course during such fiscal year.

The City Council further ordains that the annual appropriation in the sum of \$4,510,503, or the amount of revenue credited to such fund, whichever shall be the greater amount, be made from the PARKING FUND (Fund 650), which monies are to be expended for the operation of the parking operations during such fiscal year. The amount herein appropriated to the Parking Fund designates the transfer of “net revenues” back to the General Fund. The amount of the transfer may be amended to reflect the actual amount of net revenues received during the year from public serving parking facilities, permits, meters and fines, whichever is the lesser.

The City Council further ordains that the appropriations made herein shall become available for expenditures July 1, 2022 and shall expire June 30, 2023 (FY-2023).

Section 2. Operating Fund Revenues

It is estimated that local revenues and other sources of revenue will be available during FY-2023 to meet the needs of the FY-2023 Budget approved within Section 1 of this Appropriation Ordinance, according to the following sources:

General Fund

Local Sources	\$	201,047,532
The Commonwealth and Federal Government		11,841,759
Transfers from Other Funds		1,000,000
Fund Balance Committed/Assigned		1,232,802
Fund Balance (Unassigned)		<u>0</u>
Total	\$	214,122,093

School Operations

Local Contribution/Transfer from General Fund	\$	62,925,964
Intergovernmental Fund		39,856,810
Miscellaneous Revenue		1,159,014
Fund Balance		<u>2,974,443</u>
Total	\$	106,916,231

Health Benefits Fund

Member Contributions	\$	17,070,000
Miscellaneous Revenue		15,000
Balance of the Health Benefits Fund		<u>1,593,579</u>
Total	\$	18,678,579

Retirement Benefits Fund

City Contributions (All Funds)	\$	15,870,592
Member Contributions		2,500,000
Investment Income		<u>15,625,000</u>
Total	\$	33,995,592

Risk Management Fund

City Contributions (All Funds)	\$	3,852,681
Other Local Sources		<u>93,250</u>
Total	\$	3,945,931

Equipment Replacement Fund

Transfer from the General Fund	\$	911,128
Balance of the Equip. Repl. Fund		<u>679,155</u>
Total	\$	1,590,283

Facilities Repair Fund

Transfer from the General Fund	\$	200,000
Balance of the Fac. Repair Fund		270,585
Total	\$	470,585

Joint Health Building Fund

Rent Income	\$	251,655
Balance of the Joint Health Bldg Fund		655,286
Total	\$	906,941

Debt Service Fund

Transfers from the General Fund	\$	10,507,900
Meals Tax Transfer (equivalent to \$0.01)		2,564,974
Balance of the Debt Service Fund		27,355
Total	\$	13,100,229

Human Services Fund

Transfers from the General Fund	\$	1,514,362
Intergovernmental Revenue		5,232,339
Miscellaneous Revenue		5,000
Total	\$	6,751,701

Social Services Fund

Transfers from the General Fund	\$	3,602,777
Intergovernmental Revenue		10,514,527
Other Sources		1,669,661
Total	\$	15,786,965

Children's Services Act Fund

Transfers from the General Fund	\$	2,004,722
Meals Tax Transfer (equivalent to \$0.01)		6,440,142
Total	\$	8,444,864

Transit Fund

Transfers from the General Fund	\$	2,513,651
Intergovernmental Revenue		8,405,719
Miscellaneous Revenue		105,040
Total	\$	11,024,410

Information Technology

Transfers from the General Fund	\$	159,000
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User Fees	1,450,587
Miscellaneous Revenue	39,600
Total	\$ 1,649,187

Warehouse Fund

User Fees	\$ 165,323
Total	\$ 165,323

Fleet Fund

User Fees	\$ 1,415,205
Total	\$ 1,415,205

Communications Fund

User Fees	\$ 339,670
Balance of the Communications Fund	231,252
Total	\$ 570,922

Golf Fund

User Fees	\$ 1,089,216
Total	\$ 1,089,216

Parking Fund

Parking Revenues	\$ 3,850,593
Balance of the Parking Fund	659,910
Total	\$ 4,510,503

Section 3. FY-2023 Capital Budget

The City Council ordains that the annual appropriation in the sum of \$23,985,907 for FY-2023 be made from the CAPITAL FUND (Funds 424, 425, 426, 427, 428 and 429 combined) which monies are to be expended in accordance with law for the following purposes authorized and approved by City Council and as more particularly set forth by specific project in the FY-2023 Budget. City Council intends that the adoption of this resolution (1) confirms the “official intent” within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended. and (2) that the funds designated for the respective capital purchases or projects as set forth shall hereby made available for expenditure until the project is deemed to be complete.

The estimated revenues and appropriation categories are as follows:

Revenues

Transfer from General Fund	8,737,407
Transfer from General Fund - Mall Vendor Fees	78,000

Contribution from Albemarle County (CATEC)	62,500
Contribution from Schools (Small Cap Program)	200,000
PEG Fee Revenue	40,000
CY 2023 Bond Issue	16,867,467

TOTAL AVAILABLE REVENUES	\$25,985,374
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Expenditures

EDUCATION

<u>Project</u>	
Lump Sum to Schools (City Contribution)	1,200,000
City Schools HVAC Replacement	750,000
City Schools Priority Improvement Projects	1,250,000
Charlottesville High School Roof Replacement	1,200,000
Charlottesville City School Reconfiguration	2,500,000
School Small Capital Improvements Program	200,000
SUBTOTAL	\$7,100,000

FACILITIES CAPITAL PROJECTS

<u>Project</u>	
Lump Sum to Facilities Capital Projects	1,045,491
City Facility HVAC Replacement	250,000
City and Schools Solar PV Program	75,000
SUBTOTAL	1,370,491

PUBLIC SAFETY AND JUSTICE

<u>Project</u>	
Bypass Fire Station - Additional Funding	1,206,976
Police Mobile Data Terminals	45,000
Police Portable Radio Replacement	45,000
Fire Portable Radio Replacement	45,000
Sheriff Portable Radio Replacement	18,800
SUBTOTAL	\$1,360,776

TRANSPORTATION AND ACCESS

<u>Project</u>	
New Sidewalks	100,000
Sidewalk Repair	500,000
SIA Immediate Implementation	200,000
Small Area Plans	100,000
Street Milling and Paving	1,250,000
ADA Pedestrian Signal Upgrades	240,000
Minor Bridge Repairs	225,000
Citywide ADA Improvements - Sidewalks and Curbs	200,000
Traffic Signal Infrastructure Replacement	500,000
Market Street Garage Concrete Structural Repairs	683,000
State Bridge and Highway Inspections	60,000

CAT Transit Bus Replacement Match	139,510
Intelligent Transportation System	150,000
City Wide Traffic Engineering Improvements	100,000
Neighborhood Transportation Improvements	50,000
Bicycle Infrastructure	137,000
Right of Way Appurtenance	25,000
Traffic Sign Retro Reflective Compliance	75,000
ADA Ramp Corrections	134,930
Historic District and Entrance Corridor Design Guidelines	50,000
SUBTOTAL	<u>\$4,919,440</u>

PARKS AND RECREATION

<u>Project</u>	
McIntire Park Drainage Corrections	\$350,000
Key Recreation Slate Roof Replacement	\$42,000
Parks and Recreation Lump Sum Account	300,000
Parks and Schools Playground Renovations	112,000
Urban Tree Planting	100,000
Parkland and Trails Acquisition and Development	125,000
Downtown Mall Infrastructure Repairs	78,000
Parks and Recreation Comprehensive Master Plan	150,000
Oakwood Cemetery Drainage and Road Issues	45,700
Hazard and Liability Ash Tree Removal	105,000
City/County - Ivy Creek Preservation Study	66,000
City/County - Darden Towe Ash Trees	26,500
SUBTOTAL	<u>\$1,500,200</u>

ECONOMIC DEVELOPMENT

<u>Project</u>	
Economic Development Strategic Initiatives	95,000
SUBTOTAL	<u>\$95,000</u>

TECHNOLOGY INFRASTRUCTURE

<u>Project</u>	
Communications Technology Account/Public Access	40,000
City Wide IT Strategic Infrastructure	250,000
SUBTOTAL	<u>\$290,000</u>

FACILITIES CAPITAL PROJECTS

<u>Project</u>	
HVAC Contingency Fund - City Facilities	25,000
HVAC Contingency Fund - School Facilities	25,000
SUBTOTAL	<u>\$50,000</u>

AFFORDABLE HOUSING

<u>Project</u>	
Public Housing Redevelopment - (CRHA)	3,000,000
Charlottesville Affordable Housing Fund (CAHF)	925,000

Supplemental Rental Assistance	900,000
Friendship Court Redevelopment - Phase 2	2,500,000
SUBTOTAL	\$7,325,000

CIP CONTINGENCY

CIP Contingency Funds - unallocated	\$1,974,467
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TOTAL PROJECTS	\$25,985,374
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The City Council further ordains that at the close of the fiscal year the City Manager is authorized to maintain appropriations for encumbrances and grants.

The City Council further ordains that at the close of the fiscal year the City Manager is authorized to administratively approve the close out of capital projects and transfer any unencumbered residual funds to the balance within the Capital Improvement Fund.

Section 4. Utility Enterprise Funds

The City Council further ordains that the annual appropriation in the sum of \$21,462,230; or the amount of revenue received by such fund, whichever shall be the greater amount, for the WATER UTILITY FUNDS (Funds 611 and 612), which monies are to be expended for the operation of the water utility.

The City Council further ordains that the annual appropriation in the sum of \$20,697,678; or the amount of revenue received by such fund, whichever shall be the greater amount, for the WASTEWATER UTILITY FUNDS (Funds 621 and 622), which monies are to be expended for the operation of the wastewater utility.

The City Council further ordains that the annual appropriation in the sum of \$29,088,390; or the amount of revenue received by such fund, whichever shall be the greater amount, for the GAS UTILITY FUNDS (Funds 631 and 634), which monies are to be expended for the operation of the gas utility.

The City Council further ordains that the annual appropriation in the sum of \$3,024,255; or the amount of revenue received by such fund, whichever shall be the greater amount, for the STORMWATER UTILITY FUNDS (Funds 641,642 and 643), which monies are to be expended for the operation of the stormwater utility.

Operating Revenues

WATER (OPERATIONAL AND DEBT SERVICE FUNDS)

Water Sales Revenue	\$13,687,230
Other Fees	200,000
Bond Proceeds	5,775,000
Transfer from Other Funds	1,800,000

WATER FUND REVENUE TOTAL	\$21,462,230
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WASTEWATER (OPERATIONAL AND DEBT SERVICE FUNDS)

Wastewater Sales Revenue	\$15,697,678
Bond Proceeds	2,000,000
Transfer from Other Funds	3,000,000
WASTEWATER REVENUE TOTAL	\$20,697,678

GAS (OPERATIONAL AND DEBT SERVICE FUNDS)

Gas Sales Revenue	\$27,039,990
Other Fees	333,500
Misc. Revenue	1,714,900
GAS REVENUE TOTAL	\$29,088,390

STORMWATER (OPERATIONAL AND DEBT SERVICE FUNDS)

Stormwater Fee Revenue	\$1,944,572
Bond Proceeds	950,000
Transfer from Other Funds	129,683
STORMWATER REVENUE TOTAL	\$3,024,255

The City Council further ordains that at the close of the fiscal year the City Manager is authorized to maintain appropriations within the City's enterprise funds for encumbrances, grants, capital projects and programs.

The City Council further ordains that the annual appropriations for the City's Utility Enterprise Funds are subject to amendment based on Council's subsequent review and approval of the Annual Utility Rate Report which sets forth the annual spending plan and establishes the annual customer rates for each utility. By definition, the term "operation" is herein defined to include any self-supporting enterprise expenditures including those for capital outlay and for the payment of principal and interest of bonds, notes and other evidence of indebtedness and the cost of issuance thereof issued by the City pursuant to its Charter and/or the Virginia Public Finance Act.

ORDINANCE
To Establish the Annual Tax Levy for Tax Year 2022

BE IT ORDAINED by the Council of the City of Charlottesville **THAT** in order to pay the general operating expenses of the City, including local support for the City's schools; to provide funding for other public purposes; and to pay interest on and to provide funding for retirement of City debt, taxes are hereby levied at the rates set forth within this Ordinance, for the current Tax Year (beginning at midnight on January 1, 2022 and ending December 31, 2022), and for each succeeding Tax Year during which this Ordinance continues in effect:

1. Section 1—Real Property and Mobile Homes

On real estate, including land and improvements thereon and mobile homes, the tax rate shall be \$0.96 on every \$100 of the assessed value thereof.

2. Section 2—Personal Property

On all automobiles, trucks, motorcycles and other motor vehicles; boats and aircraft; and on all tangible personal property used or held in connection with any mining, manufacturing, or other business, trade, occupation or profession (excluding furnishings, furniture and appliances in rental units) the tax rate shall be \$4.20 on every \$100 of the assessed value thereof.

3. Section 3—Public Service Corporation Property

- (a) On that portion of the real estate and tangible personal property of public service corporations which has been equalized as provided in Sec. 58.1-2604 of the Virginia Code, the tax rate shall be \$0.96 on every \$100 of the assessed value thereof determined by the Virginia State Corporation Commission, and
- (b) Notwithstanding the foregoing, on automobiles and trucks belonging to public service corporations, the tax rate shall be \$4.20 on every \$100 of the assessed value thereof.

4. Section 4—Machinery and Tools

On machinery and tools used in a manufacturing or mining business, the tax rate shall be \$4.20 on every \$100 of the assessed value thereof.

5. Section 5—Energy Efficient Buildings

On energy efficient buildings the tax rate shall be \$0.475 on every \$100 of the assessed value thereof, subject to the limitations set forth within Chapter 30, Article V, Division 4 of the Code of the City of Charlottesville (1990), as amended, and applies only to buildings and not to the land on which such buildings are located.

BE IT FURTHER ORDAINED THAT the Ordinance adopted April 13, 2021 establishing local tax rates for the Tax Year beginning January 1, 2021 and ending on December 31, 2021 is hereby repealed, effective at midnight on January 1, 2022.

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	April 12, 2022
Action Required:	Approval of Resolution
Presenter:	Todd D. Divers, Commissioner of the Revenue
Staff Contacts:	Todd D. Divers, Commissioner of the Revenue Jason Vandever, City Treasurer Lisa Robertson, Acting City Attorney Rosalind Collins, Deputy Commissioner of the Revenue Lisa Newman, Deputy Commissioner of the Revenue
Title:	Establishing 2022 Tax Year Tax Relief Percentage

Background

The City of Charlottesville receives a fixed annual grant from the Commonwealth of Virginia to be used to apply Personal Property Tax Relief (PPTR). The program is governed by the Code of Virginia (58.1 Chapter 35.1) and gives the locality a pool of funds, the proceeds of which must be used to provide relief to the owners of qualifying vehicles. The Commonwealth of Virginia's obligation is capped and made certain; localities distribute the relief amount as determined by local ordinance.

Discussion

The method for computing the relief percentage is to subtract the tax year's total tax on eligible vehicles valued \$1,000 or less (that receive 100% relief) from the total PPTR grant amount (\$3,498,256) and divide the result by the total tax on the rest of the eligible vehicles' portion of value that is \$20,000 or less.

Based on 2022 tax year early book and projections for the tax year, staff recommends setting the relief percentage of tax on up to \$20,000 value for vehicles valued over \$1,000 by using the formula specified below:

Approve resolution setting the relief at 32% for tax year 2022.

2022 Formula:

- | | | |
|---|---|--------------|
| 1. Tax Levy on all qualifying vehicles | = | \$12,600,000 |
| 2. PPTR used on 100% relief vehicles
(vehicles valued \$1,000 and under) | = | \$60,000 |
| 3. PPTR total (\$3,498,256) | | |

Minus line 2, leaves remaining	=	\$3,438,256
4. Levy on up to \$20,000 value	=	\$10,600,000
(of qualifying vehicles valued over \$1,000)		
Divide 3 by 4	=	(.3244) 32%

Alignment with City Council’s Vision and Strategic Plan

Establishing the Personal Property Tax Relief percentage, like establishing tax rates, is one of the functions of a well-managed local government, which would put this under Goal 5. The first objective is most applicable: “Integrate effective business practices and strong fiscal policies”. If the percentage is set too high, the City may not have the full revenue it would from the tax rate set by Council. If the percentage is set too low, the owners of qualifying vehicles may over pay their share of the local tax burden. Therefore, this resolution applies directly to Council’s vision of a “Smart, Citizen-Focused Government”.

Community Engagement

Not applicable

Budgetary Impact

None anticipated based on forecast of vehicle levy and relief to be received from the Commonwealth.

Recommendation

Suggested Motion: “I move the RESOLUTION establishing the personal property tax relief percentage for Tax Year 2022.”

Alternatives

N/A

Attachment

Resolution

RESOLUTION
Establishing the Personal Property Tax Relief Percentage for Tax Year 2022

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia, THAT pursuant to the requirements of Virginia Code §58.1-3524, that personal property tax relief at the rate of thirty-two percent (32%) shall be applied to the first \$20,000 of value of each qualifying vehicle having a value of more than \$1,000 and

BE IT FURTHER RESOLVED THAT personal property tax relief at the rate of one hundred percent (100%) shall be applied to each qualifying vehicle having a value of \$1,000 or less.

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	April 12, 2022 (1 st Reading) April 18, 2022 (2 nd Reading)
Action Required:	Approval of Meals Tax Ordinance
Presenter:	Michael C. Rogers, Interim City Manager
Staff Contacts:	Krisy Hammill, Sr. Budget and Management Analyst
Title:	Amendment to City Code Sec. 30-451, Meals Tax Ordinance Change

Background:

The City currently levies a 6% meals tax on the purchaser of every meal sold in the city by a restaurant or caterer. The current rate has been in place since fiscal year 2020. As part of the FY 2022 budget, an increase of 0.5% is proposed, raising the tax rate to 6.5%. The City estimates that this change will bring in an additional \$1.25 million in revenue for FY 2023.

Discussion:

The meals tax is paid by consumers of prepared hot foods sold for immediate consumption on and off a premises including restaurant and grocery store food bars. This tax does not apply to foods purchased for home consumption and preparation, which are taxed at 2.5%. Meals tax revenue continues to grow. Originally budgeted at \$12.8 million in FY 2022, meals tax revenue is projected at \$15.4 million for FY 2023 before the proposed increase to 6.5%.

Community Engagement:

There are several opportunities for the community to provide input into the budget with several public hearings on the budget and a few minutes reserved at the end of each budget worksession for public comment and input, along with the Community Budget Forum. In addition, this ordinance change has already been advertised to the public, via a legal ad in the Daily Progress, and a public hearing was conducted by City Council on the proposed increase on March 23, 2022.

Alignment with City Council's Vision and Strategic Plan:

The new revenue supports several initiatives that are included in the City's Strategic Plan including strong emphasis on affordable house, education, and supporting our employees. More information on the City's Strategic Plan can be found at <http://www.charlottesville.org/strategicplan>.

Budgetary Impact:

Staff estimates that the rate change will generate an additional \$1.25 million in FY 2023 revenue and is included in the in the revenue totals presented as part of the FY 2023 Budget Ordinance being considered by Council for approval on April 12, 2022.

Alternatives:

Council could elect not to raise the meals tax rate at this time, or approve a different rate increase. If that's the case, staff will have to identify additional revenue or expenditure reductions in order to balance the budget.

Recommendation:

Staff recommends approval of the ordinance change, increasing the rate from 6% to 6.5%.

Suggested motion: “I move to approve the ORDINANCE amending and reenacting City Code Section 30-283, to increase the meals tax rate from 6 percent to 6-and-one-half percent”

Attachments:

Ordinance

ORDINANCE

Amending, reenacting and reordaining Chapter 30 of the City Code, Section 30-283, to increase the meals tax

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CHARLOTTESVILLE, VIRGINIA, that Chapter 30 (Taxation) Article X (Meals Tax), Section 30-283 of the Code of the City of Charlottesville (1990), as amended, is hereby amended, reenacted and reordained, as follows:

Sec. 30-283. Levied.

(1) In addition to all other taxes and fees of any kind now or hereafter imposed by law, a tax is hereby levied and imposed on the purchaser of every meal sold in the city by a restaurant or caterer. The rate of this tax shall be ~~six (6)~~ *six and one-half* percent *(6.5%)* of the amount paid for the meal. There shall be no tax if the total amount paid is less than thirteen cents (\$0.13); on larger amounts a fractional cent of ~~tax due~~ shall be rounded to the next higher cent.

.....

BE IT FURTHER ORDAINED that the meals tax increase effectuated by this Ordinance shall be effective **July 1, 2022**.