

AGENDA



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

(804) 541-2408

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CITY COUNCIL

John B. Partin, Jr., Mayor, Ward #3

Jasmine E. Gore, Vice Mayor, Ward #4

Rita Joyner, Councilor, Ward #1

Michael B. Harris, Councilor, Ward #2

Janice B. Denton, Councilor, Ward #5

Brenda S. Pelham, Councilor, Ward #6

Dominic R. Holloway, Sr., Councilor, Ward #7

Dr. Concetta Manker, City Manager

Beverly Burton, Interim City Attorney

Brittani Williams, City Clerk

October 15, 2024

SPECIAL MEETING

Closed Meeting- 6:00 PM

Open Meeting: 7:00 PM

6:00 p.m.

Call to order, roll call, and welcome to visitors

SPECIAL MEETING

CLOSED MEETING

SUGGESTED MOTION: Move to go into closed meeting pursuant to Va. Code Section § 2.2-3711 (A) (1) to discuss and consider personnel matters, including board and commission appointments; the assignment and performance of specific appointee and employees of City Council, and to the extent such discussion will be aided thereby

RECONVENE OPEN MEETING

CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?

Regular Business

R-1 – Finance Committee Report - CFO – Stacy Jordan, Finance Director

Adjournment

**CLOSED
MEETING**

RECONVENE OPEN MEETING

REGULAR BUSINESS

R-1

Finance Committee Meeting

CITY MANAGER: DR. CONCETTA MANKER

PRESENTED BY: STACEY JORDAN, CFO

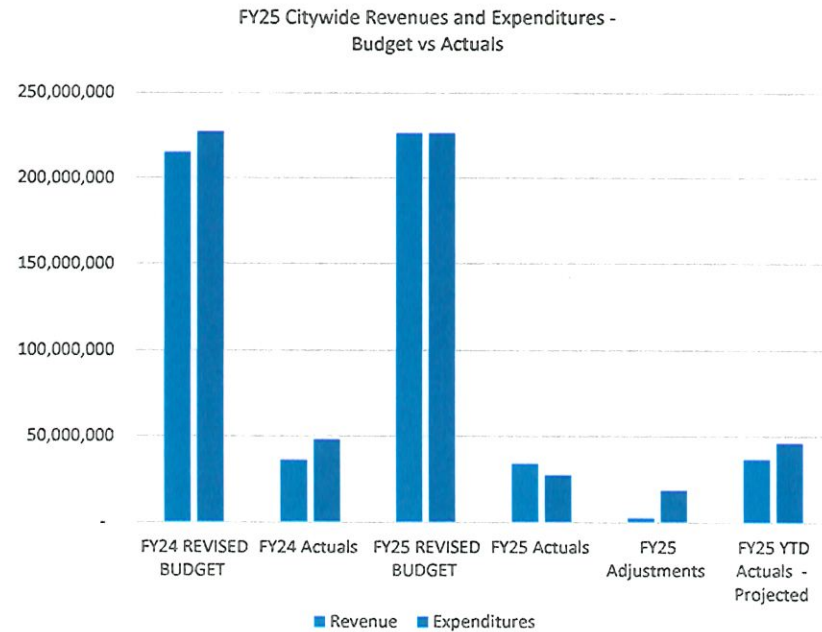


AGENDA

- Minutes from last meeting
- FY25 Budget to Actuals – 1ST QTR
 - Citywide
 - General Fund
 - Enterprise
 - Schools
 - Departmental
- FY25 Change in Fund Balance
- 1st QTR Overtime report by Department
- 1st QTR Collection report – Data Integrators
- Accounts Payable/Debt Service
- HRW True-up Analysis
- Marina
- FY24 Surplus of funds and allocation
- Reports from COR and Treasurer
- October committee items

Citywide FY25 Budget to Actuals – 1ST QTR

- City-wide for 1st QTR are trending 0.59% lower in revenues for FY25 vs FY24.
- Expenses for 1st QTR are trending 0.74% lower for FY25 vs FY24.
- Over all we are trending 8.79% or \$19M less then where we should be for 1st QTR, the City should be at 25% or \$56.5M.

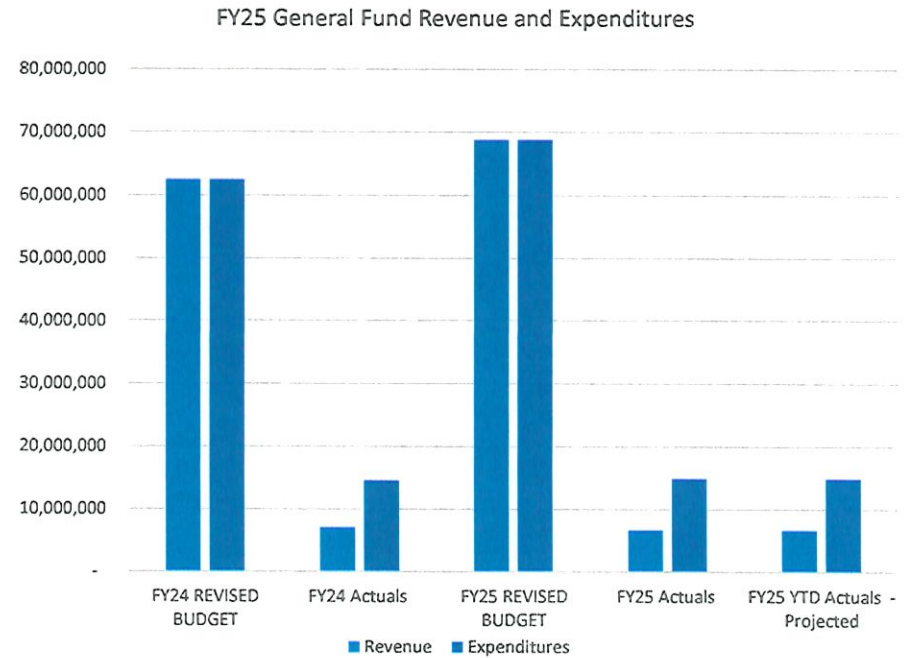


Citywide FY25 Budget to Actuals – 1ST QTR

CITY-WIDE									
REVENUES	FY24 REVISED BUDGET	FY24 Actuals	FY24 % of Budget Rec'd	FY25 REVISED BUDGET	FY25 Actuals	FY25 Adjustments	FY25 YTD Actuals - Projected	FY25 % Rec'd Projected	Comments
REAL ESTATE TAXES	20,979,167	491,084	2.3%	21,928,970	746,835		746,835	3.4%	Increase due to past due collections
PUBLIC SERVICE CORP TAX	4,100,000	-	0.0%	5,100,000	-		-	0.0%	Due in May and June
PERSONAL PROPERTY TAX	5,636,800	271,243	4.8%	7,056,000	186,717		186,717	2.6%	Due February
MACH & TOOL TAX	8,783,500	62,869	0.7%	9,586,049	232,309		232,309	2.4%	Due in June
PPTRA STATE REIMBURSEMENT	1,618,030	80,901	5.0%	1,618,030	80,901		80,901	5.0%	Consistent
OTHER TAXES	10,110,000	2,188,778	21.6%	10,840,000	2,115,222		2,115,222	19.5%	Decrease due to other taxes to include (BL, VL, Communication, Recordation, Food, Lodging, Meals, etc)
USE OF MONEY & PROPERTY CHARGES FOR SERVICES	340,000	315,436	92.8%	530,200	215,804		215,804	40.7%	Decrease due to Interest Income
PENALTIES & INTEREST	40,058,208	6,991,686	17.5%	48,869,033	6,209,535	2,500,000	8,709,535	17.8%	Adjustment due to late HRW billing (\$2.5M)
PERMITS, FEES AND LICENSES	488,500	158,847	32.5%	586,000	153,214		153,214	26.1%	Slight decrease for collections
FINES & FORFEITURES	285,600	135,486	47.4%	470,450	132,831		132,831	28.2%	Variable Revenue slight decrease
GRANTS	860,500	326,955	38.0%	1,235,500	221,392		221,392	17.9%	Variable Revenue slight decrease
STATE REVENUES	139,500	21,000	15.1%	93,560	317,901		317,901	339.8%	Increase due to SW Grant received
FEDERAL REVENUES	54,722,975	11,156,219	20.4%	61,828,523	15,155,654		15,155,654	24.5%	Schools funding
MISCELLANEOUS REVENUE	20,809,536	7,799,481	37.5%	15,755,067	1,771,408		1,771,408	11.2%	Decrease due to ARPA in FY24
IN LIEU OF TAXES	13,470,176	280,323	2.1%	5,169,644	727,176		727,176	14.1%	Increase due to \$452.5k HWR Misc. Credits
DEBT SERVICE	1,591,511	397,878	25.0%	1,591,511	370,044	27,834	397,878	25.0%	Consistent
TRANSFERS IN	1,120,526	280,131	25.0%	947,617	157,936	78,968	236,904	25.0%	Decrease in HRW Debt obligation
TRANSFERS IN	29,933,944	5,174,336	17.3%	32,992,615	5,268,773		5,268,773	16.0%	Slight increase for transfer to funds
TOTAL REVENUES	215,048,473	36,132,655	16.80%	226,198,769	34,063,651	2,606,802	36,670,454	16.21%	
EXPENDITURES	FY24 REVISED BUDGET	FY24 Actuals	FY24 % of Budget Rec'd	FY25 REVISED BUDGET	FY25 Actuals	FY25 Adjustments	FY25 YTD Actuals - Projected	FY25 % Rec'd Projected	
SALARIES & WAGES	29,613,596	5,814,868	19.6%	30,585,483	6,078,529		6,078,529	19.9%	
HEALTH BENEFITS	4,961,744	1,107,195	22.3%	5,292,748	1,196,436		1,196,436	22.6%	
EMPLOYEE BENEFITS	368,097	76,032	20.7%	428,665	57,941		57,941	13.5%	
RETIREMENT	4,184,354	876,108	20.9%	4,288,833	940,602		940,602	21.9%	
OTHER PERSONNEL	2,391,390	479,025	20.0%	2,461,404	506,224		506,224	20.6%	
PROFESSIONAL SERVICES	15,740,635	3,072,346	19.5%	15,366,221	2,733,609		2,733,609	17.8%	
WORKERS COMPENSATION	509,172	111,863	22.0%	513,671	109,352		109,352	21.3%	
SERVICE & SUPPLIES	34,930,395	7,199,741	20.6%	37,619,588	5,559,795		5,559,795	14.8%	
OUTSIDE AGENCIES	5,823,349	1,238,743	21.3%	5,567,748	1,211,440		1,211,440	21.8%	
NON-DEPARTMENTAL	1,283,888	315,207	24.6%	1,277,908	314,375		314,375	24.6%	
OTHER	69,256,600	18,307,705	26.4%	72,150,332	68,927	18,380,157	18,449,083	25.6%	\$18.38M Schools Q1 Operational Expenses
CAPITAL	21,686,523	1,112,208	5.1%	11,244,117	308,515	266,563	575,078	5.1%	Pending FY24 Reclass totaling \$266,563 for HWR FY25 CAPEX
DEBT	7,428,083	3,305,487	44.5%	7,418,450	3,335,663		3,335,663	45.0%	
SUPPORT OF SCHOOLS	13,580,000	3,395,000	25.0%	13,865,900	3,427,500		3,427,500	24.7%	
TRANSFERS OUT	15,344,944	1,527,086	10.0%	18,117,715	1,589,023		1,589,023	8.8%	
TOTAL EXPENDITURES	227,102,770	47,938,614	21.11%	226,198,783	27,437,930	18,646,720	46,084,650	20.4%	
NET INCOME	(12,054,297)	(11,805,960)	-4.31%	(14)	6,625,721	(16,039,917)	(9,414,196)	-4.16%	

General Fund FY25 Budget to Actuals – 1ST QTR

- General fund for 1st QTR is trending 1.61% or \$400K lower in Revenues for FY25 vs FY24
- Expenses for FY25 are trending 1.6% or \$320K higher than FY24
- Same concept applies for General fund the City should be at roughly 25% or \$17M revenues received.
- The key due dates for the City are Dec, Feb and June.



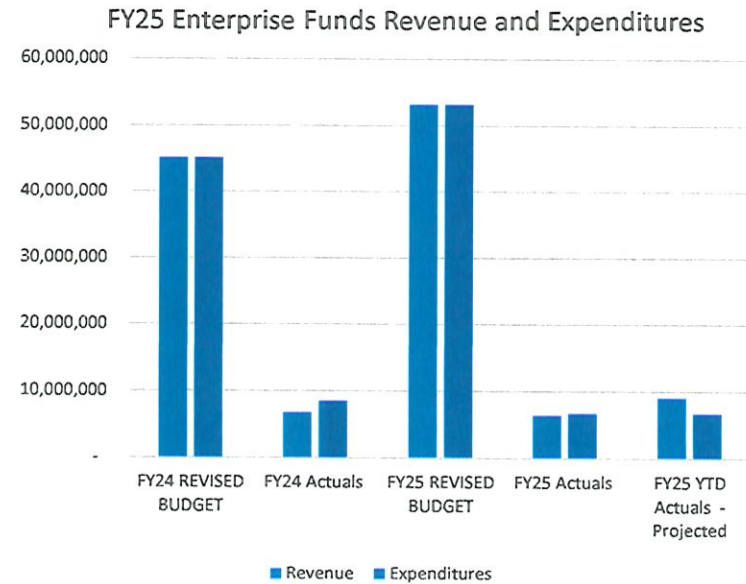
General Fund FY25 Budget to Actuals – 1ST QTR

GENERAL FUND							
REVENUES	FY24 REVISED BUDGET	FY24 Actuals	FY24 % of Budget Rec'd	FY25 REVISED BUDGET	FY25 Actuals	FY25 YTD Actuals - Projected	FY25 % Rec'd Projected
REAL ESTATE TAXES	20,979,167	491,084	2.3%	21,928,970	746,835	746,835	3.4%
PUBLIC SERVICE CORP TAX	4,100,000	-	0.0%	5,100,000	-	-	0.0%
PERSONAL PROPERTY TAX	5,636,800	271,243	4.8%	7,056,000	186,717	186,717	2.6%
MACH & TOOL TAX	8,783,500	62,869	0.7%	9,586,049	232,309	232,309	2.4%
PPTRA STATE REIMBURSEMENT	1,618,030	80,901	5.0%	1,618,030	80,901	80,901	5.0%
OTHER TAXES	6,560,000	1,182,397	18.0%	7,240,000	1,097,199	1,097,199	15.2%
USE OF MONEY & PROPERTY	65,000	29,076	44.7%	90,000	37,321	37,321	41.5%
CHARGES FOR SERVICES	677,500	328,788	48.5%	847,000	466,714	466,714	55.1%
PENALTIES & INTEREST	487,500	155,371	31.9%	581,000	151,448	151,448	26.1%
PERMITS, FEES AND LICENSES	285,600	135,486	47.4%	470,450	132,831	132,831	28.2%
FINES & FORFEITURES	860,500	319,862	37.2%	1,235,500	218,784	218,784	17.7%
GRANTS	-	-	---	-	-	-	---
STATE REVENUES	8,194,190	1,749,742	21.4%	9,196,100	2,483,103	2,483,103	27.0%
FEDERAL REVENUES	1,251,000	1,449,834	115.9%	350,000	43,958	43,958	12.6%
MISCELLANEOUS REVENUE	748,506	238,074	31.8%	1,201,453	216,130	216,130	18.0%
IN LIEU OF TAXES	1,257,500	314,375	25.0%	1,257,500	314,375	314,375	25.0%
TRANSFERS IN	1,009,000	252,250	25.0%	1,009,000	252,250	252,250	25.0%
TOTAL REVENUES	62,513,793	7,061,352	11.30%	68,767,052	6,660,875	6,660,875	9.69%
EXPENDITURES	FY23 REVISED BUDGET	FY24 Actuals	FY23 % Used	FY24 REVISED BUDGET	FY25 Actuals	FY25 YTD Actuals - Projected	FY25 % Rec'd Projected
SALARIES & WAGES	20,248,699	3,983,610	19.7%	20,844,331	4,160,355	4,160,355	20.0%
HEALTH BENEFITS	3,554,597	806,982	22.7%	3,755,712	865,677	865,677	23.0%
EMPLOYEE BENEFITS	251,749	55,030	21.9%	306,449	43,456	43,456	14.2%
RETIREMENT	2,885,871	598,201	20.7%	2,942,005	639,886	639,886	21.7%
OTHER PERSONNEL	1,628,553	327,745	20.1%	1,684,767	345,904	345,904	20.5%
PROFESSIONAL SERVICES	3,554,297	1,188,269	33.4%	4,898,051	1,580,235	1,580,235	32.3%
WORKERS COMPENSATION	429,097	96,164	22.4%	430,846	92,572	92,572	21.5%
SERVICE & SUPPLIES	4,822,911	1,153,057	23.9%	5,765,220	832,972	832,972	14.4%
OUTSIDE AGENCIES	5,041,189	1,237,256	24.5%	4,924,213	1,211,440	1,211,440	24.6%
NON-DEPARTMENTAL	27,890	832	3.0%	20,408	-	-	0.0%
OTHER	72,098	41,709	57.9%	561,394	26,998	26,998	4.8%
CAPITAL	308,502	115,177	37.3%	226,975	30,560	30,560	13.5%
SUPPORT OF SCHOOLS	13,580,000	3,395,000	25.0%	13,865,900	3,427,500	3,427,500	24.7%
TRANSFERS OUT	6,108,345	1,527,086	25.0%	8,540,791	1,589,023	1,589,023	18.6%
TOTAL EXPENDITURES	62,513,798	14,526,120	23.2%	68,767,062	14,846,579	14,846,579	21.6%
NET INCOME	(5)	(7,464,767)	-11.94%	(10)	(8,185,704)	(8,185,704)	-11.90%

Enterprise Fund FY25 Budget to Actuals – 1ST QTR

Regional Water, Sewer, Solid Waste, and Storm Water

- Enterprise fund for 1st QTR is trending 1.97% or \$2.4M higher in Revenues for FY25 vs FY24.
- Expense for FY25 are trending 6.3% or \$1.8M less the expense in FY24.
- Same concept applies for Enterprise fund the City should be at roughly 25% or \$13.3M revenues received.

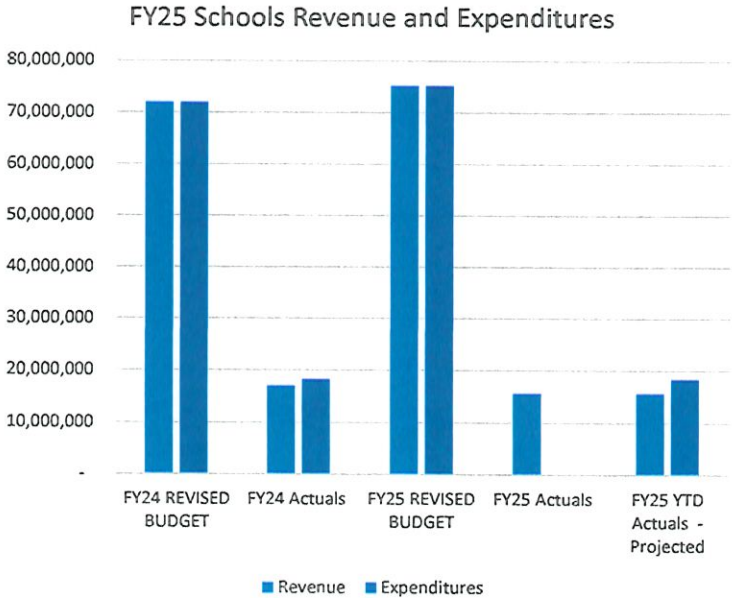


Enterprise Fund FY25 Budget to Actual – 1ST QTR

ENTERPRISE FUNDS								
REVENUES	FY24 REVISED BUDGET	FY24 Actuals	FY24 % Rec'd	FY25 REVISED BUDGET	FY25 Actuals	FY25 YTD Actuals - Projected	FY25 % Rec'd	Comments
USE OF MONEY & PROPERTY	235,000	197,167	83.9%	300,000	100,715	100,715	33.6%	
CHARGES FOR SERVICES	34,182,403	5,948,676	17.4%	42,367,151	5,333,948	7,833,948	18.5%	\$2.5M Late August Billing
MISCELLANEOUS REVENUE	15,000	2,902	19.3%	495,564	504,112	504,112	101.7%	\$452.5k HWR Misc. Credits
GRANTS	-	254,771	---	-	254,771	254,771	---	
IN LIEU OF TAXES	334,011	83,503	25.0%	334,011	55,669	83,503	25.0%	\$27.8K Late August Billing
DEBT SERVICE	1,120,526	280,131	25.0%	947,617	157,936	236,904	25.0%	\$78.9K Late August Billing
TRANSFERS IN	9,236,599	-	0.0%	8,672,924	-	-	0.0%	
TOTAL REVENUES	45,123,539	6,767,150	15.00%	53,117,267	6,407,150	9,013,952	16.97%	
EXPENDITURES	FY24 REVISED BUDGET	FY24 Actuals	FY24 % Rec'd	FY25 REVISED BUDGET	FY25 Actuals	FY25 YTD Actuals - Projected	FY25 % Rec'd	
SALARIES & WAGES	4,491,662	856,532	19.1%	4,731,824	936,993	936,993	19.8%	
HEALTH BENEFITS	640,213	128,646	20.1%	713,300	149,730	149,730	21.0%	
EMPLOYEE BENEFITS	75,920	13,315	17.5%	82,731	7,096	7,096	8.6%	
RETIREMENT	624,982	122,493	19.6%	642,777	142,410	142,410	22.2%	
OTHER PERSONNEL	354,748	71,117	20.0%	364,449	77,746	77,746	21.3%	
PROFESSIONAL SERVICES	8,962,314	1,812,010	20.2%	10,070,864	1,079,343	1,079,343	10.7%	
WORKERS COMPENSATION	50,674	10,979	21.7%	53,697	12,026	12,026	22.4%	
SERVICE & SUPPLIES	11,332,597	4,406,284	38.9%	13,590,060	3,082,405	3,082,405	22.7%	
OUTSIDE AGENCIES	6,000	758	12.6%	5,000	-	-	0.0%	
NON-DEPARTMENTAL	1,257,500	314,375	25.0%	1,257,500	314,375	314,375	25.0%	
OTHER	61,400	10,054	16.4%	61,400	14,262	14,262	23.2%	
CAPITAL	5,440,284	106,859	2.0%	9,382,755	189,890	189,890	2.0%	
DEBT	2,588,642	647,878	25.0%	2,583,988	644,623	644,623	24.9%	
TRANSFERS OUT	9,236,599	-	0.0%	9,576,924	-	-	0.0%	
TOTAL EXPENDITURES	45,123,535	8,501,300	18.8%	53,117,269	6,650,899	6,650,899	12.5%	
NET INCOME	4	(1,734,150)	-3.84%	(2)	(243,749)	2,363,053	4.45%	

Schools FY25 Budget to Actual – 1ST QTR

- Schools is trending 2.74% or \$1.3M less in revenues for FY25 vs FY24
- Expenses are trending 0.87% or \$148K more in FY25 vs FY24
- Same concept applies for Schools the Schools should be at 25% or \$18M revenues received.



Schools FY25 Budget to Actuals – 1ST QTR

SCHOOLS

REVENUES	FY24 REVISED	FY24 Actuals	FY24 %	FY25 REVISED	FY25 Actuals	FY25 YTD	FY25 %	Comments
	BUDGET		Rec'd	BUDGET		Actuals - Projected	Rec'd	
CHARGES FOR SERVICES	5,023,384	659,699	13.1%	5,515,232	334,220	334,220	6.1%	
STATE REVENUES	39,351,282	8,682,514	22.1%	46,085,993	10,196,829	10,196,829	22.1%	
FEDERAL REVENUES	13,980,744	4,258,909	30.5%	9,643,588	1,727,450	1,727,450	17.9%	
TRANSFERS IN	13,580,000	3,395,000	25.0%	13,865,900	3,427,500	3,427,500	24.7%	
TOTAL REVENUES	71,935,410	16,996,122	23.63%	75,110,713	15,686,000	15,686,000	20.88%	
EXPENDITURES	FY24 REVISED	FY24 Actuals	FY24 %	FY25 REVISED	FY25 Actuals	FY25 YTD	FY25 %	Comments
	BUDGET		Rec'd	BUDGET		Actuals - Projected	Rec'd	
SERVICE & SUPPLIES	3,072,226	-	0.0%	3,716,420	-	-	0.0%	
OTHER	68,816,004	18,232,513	26.5%	71,347,113	-	18,380,157	25.8%	Q1 Operational Expenditures
CAPITAL	47,180	-	0.0%	47,180	-	-	0.0%	
TOTAL EXPENDITURES	71,935,410	18,232,513	25.3%	75,110,713	-	18,380,157	24.47%	
NET INCOME	-	(1,236,391)	-1.72%	-	15,686,000	(2,694,157)	-3.59%	

FY25 Department Budget to Actual – 1st QTR

DEPARTMENT	FY25 ADOPTED BUDGET	YTD BUDGET AMOUNT-	BUDGET REMAINING	% OF BUDGET YTD	ON TREND	COMMENTS
ACCOUNTING	\$ 2,089,595	\$ 387,800	\$ 1,842,209	19%	TRUE	
ASSESSOR	\$ 503,455	\$ 58,958	\$ 419,409	12%	TRUE	
CIRCUIT COURT	\$ 752,163	\$ 146,924	\$ 605,239	20%	TRUE	
CITY ATTORNEY	\$ 413,930	\$ 61,990	\$ 342,564	15%	TRUE	
CITY CLERK	\$ 179,066	\$ 38,038	\$ 140,731	21%	TRUE	
CITY MANAGER	\$ 1,110,931	\$ 476,953	\$ 628,956	43%	FALSE	
COMMISSION OF REVENUE	\$ 732,599	\$ 137,233	\$ 594,664	19%	TRUE	RBG Consultants
COMMONWEALTH ATTORNEY	\$ 1,065,315	\$ 239,900	\$ 825,042	23%	TRUE	
COUNCIL	\$ 254,861	\$ 27,018	\$ 226,430	11%	TRUE	
COURT SERVICES	\$ 7,000	\$ 540	\$ 6,446	8%	TRUE	
CSA	\$ 3,888,429	\$ 245,517	\$ 1,556,884	6%	TRUE	
ECONOMIC DEVELOPMENT	\$ 803,765	\$ 123,321	\$ 640,376	15%	TRUE	
FIRE/EMS	\$ 6,701,199	\$ 1,290,918	\$ 5,803,810	19%	TRUE	
GENERAL COURT	\$ 147,472	\$ 21,548	\$ 126,438	15%	TRUE	
GOVERNMENT AFFAIRS	\$ 152,746	\$ 21,594	\$ 131,094	14%	TRUE	
HEALTHY FAMILIES	\$ 482,908	\$ 123,306	\$ 359,415	26%	FALSE	Dues & Subscriptions, Benefits
HRW	\$ 29,482,650	\$ 4,247,748	\$ 16,020,669	14%	TRUE	
HUMAN RESOURCES	\$ 765,866	\$ 156,620	\$ 556,571	20%	TRUE	
INFORMATION TECHNOLOGY	\$ 1,916,236	\$ 582,075	\$ 1,228,720	30%	FALSE	Prepaid and Yearly contracts
LAW LIBRARY	\$ 11,550	\$ 1,895	\$ 9,655	16%	TRUE	
MARINA	\$ 100,200	\$ 70,648	\$ 11,559	71%	FALSE	Repairs & Utilities
PLANNING	\$ 1,437,546	\$ 369,824	\$ 1,089,739	26%	FALSE	Code - Uniforms, Vechicle leases, Service Contracts
POLICE	\$ 10,713,977	\$ 2,399,527	\$ 8,131,550	22%	TRUE	
PUBLIC WORKS	\$ 11,320,960	\$ 1,656,257	\$ 9,291,710	15%	TRUE	
RECREATION	\$ 2,341,650	\$ 494,544	\$ 1,867,166	21%	TRUE	
REFUSE	\$ 3,688,654	\$ 418,895	\$ 695,652	11%	TRUE	
SEWER	\$ 7,336,553	\$ 1,384,001	\$ 5,074,592	19%	TRUE	
SHERIFF	\$ 2,262,891	\$ 432,935	\$ 1,779,835	19%	TRUE	
SOCIAL SERVICES	\$ 7,195,330	\$ 1,521,922	\$ 5,670,504	21%	TRUE	
STORMWATER	\$ 914,000	\$ 189,225	\$ 1,159,184	21%	TRUE	
TREASURER	\$ 725,642	\$ 132,633	\$ 591,156	18%	TRUE	
VICTIM WITNESS	\$ 165,057	\$ 37,655	\$ 139,826	23%	TRUE	
VICCCA	\$ 177,663	\$ 21,847	\$ 154,216	12%	TRUE	
VOTER REGISTRAR	\$ 423,466	\$ 81,828	\$ 297,083	19%	TRUE	
TOTALS	\$ 100,265,326	\$ 17,601,639	\$ 68,019,096	18%	TRUE	

FY25 Change in Fund Balance

CITY OF HOPEWELL, VIRGINIA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
FOR PERIOD ENDING: 09.30.2024

FUND		REVENUES			EXPENSES			FUND BALANCE		
FUND	DESCRIPTION	BUDGET	CURRENT YTD	REMAINING	BUDGET	CURRENT YTD	REMAINING	PRELIMINARY BEG	CHANGE	END
003	PERPETUAL CARE FUND	\$ (60,000.00)	\$ (12,891.57)	\$ (47,108.43)	\$ 60,000.00	\$ 4,326.15	\$ 55,673.85	\$ (48,593.75)	\$ (8,565.42)	\$ (57,159.17)
011	GENERAL FUND	\$ (68,767,052.00)	\$ (6,660,874.68)	\$ (62,106,177.32)	\$ 68,767,052.00	\$ 14,846,578.70	\$ 53,920,483.30	\$ (11,102,210.90)	\$ 8,185,704.02	\$ (2,916,506.88)
012	SOCIAL SERVICES	\$ (7,195,330.00)	\$ (1,502,254.66)	\$ (5,693,075.34)	\$ 7,195,329.00	\$ 1,521,922.26	\$ 5,673,406.74	\$ 376,593.48	\$ 19,667.60	\$ 396,261.08
015	COMPREHENSIVE SERVICES ACT	\$ (3,888,430.00)	\$ (1,406,704.87)	\$ (2,481,725.13)	\$ 3,888,430.00	\$ 245,516.85	\$ 3,642,913.15	\$ 748,874.58	\$ (1,161,188.02)	\$ (412,313.44)
030	REFUSE	\$ (3,688,654.00)	\$ (226,973.83)	\$ (3,461,680.17)	\$ 3,688,655.00	\$ 418,895.11	\$ 3,269,759.89	\$ 1,136,180.01	\$ 191,921.28	\$ 1,328,101.29
032	HRWTF	\$ (29,482,650.00)	\$ (4,568,001.93)	\$ (24,914,648.07)	\$ 29,482,650.00	\$ 4,247,747.87	\$ 25,234,902.13	\$ 5,645,747.60	\$ (320,254.06)	\$ 5,325,493.54
035	RECREATION	\$ (2,243,363.00)	\$ (569,117.89)	\$ (1,674,245.11)	\$ 2,243,365.00	\$ 424,821.47	\$ 1,818,543.53	\$ (363,198.26)	\$ (144,296.42)	\$ (507,494.68)
038	MARINA	\$ (100,200.00)	\$ (58,224.98)	\$ (41,975.02)	\$ 100,200.00	\$ 70,648.32	\$ 29,551.68	\$ 30.35	\$ 12,423.34	\$ 12,453.69
040	SEWER OPERATIONS	\$ (8,672,925.00)	\$ (1,160,204.80)	\$ (7,512,720.20)	\$ 8,672,924.00	\$ -	\$ 8,672,924.00	\$ (6,307,932.28)	\$ (1,160,204.80)	\$ (7,468,137.08)
041	SEWER MAINTENANCE	\$ (7,336,553.00)	\$ (52,505.75)	\$ (7,284,047.25)	\$ 7,336,553.00	\$ 1,384,000.90	\$ 5,952,552.10	\$ 6,772,380.79	\$ 1,331,495.15	\$ 8,103,875.94
042	SEWER IMPROVEMENT	\$ -	\$ (10,895.03)	\$ 10,895.03	\$ -	\$ -	\$ -	\$ (57,708.06)	\$ (10,895.03)	\$ (68,603.09)
043	SEWER BOND	\$ (1,636,371.00)	\$ -	\$ (1,636,371.00)	\$ 1,636,371.00	\$ 411,029.70	\$ 1,225,341.30	\$ 1,592,942.14	\$ 411,029.70	\$ 2,003,971.84
044	SEWER SYSTEM RATE FUND	\$ -	\$ (23,335.86)	\$ 23,335.86	\$ -	\$ -	\$ -	\$ (123,604.08)	\$ (23,335.86)	\$ (146,939.94)
048	STORM WATER 1	\$ (2,290,114.00)	\$ (365,074.35)	\$ (1,925,039.65)	\$ 2,290,116.00	\$ 186,225.33	\$ 2,103,890.67	\$ 30,468.52	\$ (178,849.02)	\$ (148,380.50)
049	STORM WATER 2	\$ (10,000.00)	\$ (158.20)	\$ (9,841.80)	\$ 10,000.00	\$ 3,000.00	\$ 7,000.00	\$ 403.50	\$ 2,841.80	\$ 3,245.30
052	GRANTS	\$ (906,171.00)	\$ (2,482.00)	\$ (903,689.00)	\$ 906,172.00	\$ -	\$ 906,172.00	\$ (185,565.78)	\$ (2,482.00)	\$ (188,047.78)
053	ANTI-LITTER	\$ (2,053.00)	\$ -	\$ (2,053.00)	\$ 2,053.00	\$ 2,275.00	\$ (222.00)	\$ 1,406.78	\$ 2,275.00	\$ 3,681.78
070	DEBT SERVICES	\$ (4,834,462.00)	\$ (1,289,013.30)	\$ (3,545,448.70)	\$ 4,834,462.00	\$ 2,691,039.78	\$ 2,143,422.22	\$ 610,986.97	\$ 1,402,026.48	\$ 2,013,013.45
071	CAPITAL PROJECTS AND DEBT	\$ (8,182,377.00)	\$ (48,088.34)	\$ (8,134,288.66)	\$ 8,182,378.00	\$ 580,525.15	\$ 7,601,852.85	\$ 1,371,981.13	\$ 532,436.81	\$ 1,904,417.94
073	SPECIAL WELFARE	\$ -	\$ (19,502.77)	\$ 19,502.77	\$ -	\$ 13,087.00	\$ (13,087.00)	\$ (34,952.35)	\$ (6,415.77)	\$ (41,368.12)
074	POLICE SEIZURE ASSETS	\$ (156,606.00)	\$ (2,611.18)	\$ (153,994.82)	\$ 156,606.00	\$ 5,000.00	\$ 151,606.00	\$ (41,430.16)	\$ 2,388.82	\$ (39,041.34)
075	ECONOMIC DEVELOPMENT	\$ (20,000.00)	\$ (5,000.00)	\$ (15,000.00)	\$ 20,000.00	\$ -	\$ 20,000.00	\$ (6,000.00)	\$ (5,000.00)	\$ (11,000.00)
076	SELF INSURANCE	\$ (600,000.00)	\$ (150,000.00)	\$ (450,000.00)	\$ 600,000.00	\$ 150,000.00	\$ 450,000.00	\$ (62,814.81)	\$ -	\$ (62,814.81)
090	HEALTHY FAMILIES	\$ (1,014,745.00)	\$ (243,735.77)	\$ (771,009.23)	\$ 1,014,744.00	\$ 231,290.37	\$ 783,453.63	\$ 347,880.87	\$ (12,445.40)	\$ 335,435.47
	TOTAL	\$ (151,088,056.00)	\$ (16,377,651.76)	\$ (132,710,404.24)	\$ 151,088,070.00	\$ 27,437,929.96	\$ 123,650,140.04	\$ 301,866.29	\$ 9,060,278.20	\$ 9,362,144.49

NOTES:

1. Preliminary Fund Balance numbers taken from FY24 ending

FY25 Overtime by Department – 1st QTR

DEPARTMENT	FY25 BUDGET	YTD ACTUALS	REMAINING BALANCE	% OF BUDGET	ON TREND	COMMENTS
Finance	\$ 4,000.00	\$ -	\$ 4,000.00	0%	TRUE	
Fire	\$ 385,000.00	\$ 131,683.03	\$ 253,316.97	34%	FALSE	VACANCIES
HRW	\$ 348,000.00	\$ 108,484.11	\$ 239,515.89	31%	FALSE	VACANCIES
Information Technology	\$ 15,000.00	\$ 862.98	\$ 14,137.02	6%	TRUE	
Police	\$ 377,500.00	\$ 182,950.59	\$ 194,549.41	48%	FALSE	VACANCIES
Public Works	\$ 119,400.00	\$ 26,037.40	\$ 93,362.60	22%	TRUE	
Recreation	\$ 8,500.00	\$ 296.09	\$ 8,203.91	3%	TRUE	
Sewer Operations	\$ 55,000.00	\$ 18,974.83	\$ 36,025.17	34%	FALSE	VACANCIES
Sheriff	\$ 56,000.00	\$ 13,768.89	\$ 42,231.11	25%	TRUE	
Social Services	\$ 21,240.00	\$ 10,807.86	\$ 10,432.14	51%	FALSE	VACANCIES
Stormwater	\$ -	\$ 1,197.18	\$ (1,197.18)	NULL	FALSE	NO BUDGET ESTABLISHED
Treasurer	\$ 2,000.00	\$ 2,938.67	\$ (938.67)	147%	FALSE	BRM and other responsibilities
Voter Registration	\$ 5,000.00	\$ -	\$ 5,000.00	0%	TRUE	
Grand Total	\$ 1,396,640.00	\$ 498,001.63	\$ 898,638.37	36%		

FY25 Data Integrators Collections – 1ST QTR

Utility Water/Sewer Collection Rate: July			
Account Designation	Billed	Collected	Percentage
Storm Water	\$ 64,933.70	\$ 70,445.12	108%
Solid Waste	\$ 270,661.43	\$ 241,208.98	89%
Waste Water	\$ 244,392.18	\$ 246,301.58	101%
Total MTD	\$ 579,987.31	\$ 557,955.68	96%

Utility Water/Sewer Collection Rate 1 ST QTR: July - September			
Account Designation	Billed	Collected	Percentage
Storm Water	\$ 131,631.24	\$ 125,695.13	95%
Solid Waste	\$ 545,327.74	\$ 465,526.19	85%
Waste Water	\$ 500,494.14	\$ 450,712.30	90%
Total YTD	\$ 1,177,453.12	\$ 1,041,933.62	88%

Utility Water/Sewer Collection Rate: August			
Account Designation	Billed	Collected	Percentage
Storm Water	\$ 66,697.54	\$ 55,250.01	83%
Solid Waste	\$ 274,666.31	\$ 224,317.21	82%
Waste Water	\$ 256,101.96	\$ 204,410.72	80%
Total MTD	\$ 597,465.81	\$ 483,977.94	81%

Utility Water/Sewer Collection Rate: September			
Account Designation	Billed	Collected	Percentage
Storm Water	\$ 64,033.05	\$ 66,648.99	104%
Solid Waste	\$ 269,745.04	\$ 245,109.06	91%
Waste Water	\$ 247,347.86	\$ 219,700.28	89%
Total MTD	\$ 581,125.95	\$ 531,458.33	91%

*** Percentages in excess of 100 are due to Accounts billed in previous months but paid in current month***

FY25 Accounts Payable/Debt Service – 1ST QTR

Accounts Payable 1st QTR

Invoices Received	
# of invoices processed	2884
\$ amount processed	\$ 13,561,543

Debt Service Payments 1st QTR

Description	FY25 Budget	YTD Actuals	Remaining Budget	% of Budget YTD
Bond Admin Fees	\$ 14,250	\$ 1,650	\$ 12,600	11.58
INTEREST PAYMENT- INTEREST	\$ 2,345,434	\$ 776,143	\$ 1,556,824	33.09
PRINCIPAL PAYMENT - DEBT	\$ 5,058,766	\$ 2,557,870	\$ 2,500,896	50.56
Totals	\$ 7,418,450	\$ 3,335,663	\$ 4,070,320	44.96

HRW True-up Analysis

HWR Cumulative (Credits)/Amount Due							
Rolling Total	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Hopewell	\$42,175	(\$1,046,883)	(\$1,617,746)	(\$3,821,798)	(\$4,524,136)	(\$3,025,624)	(\$1,604,229)
AdvanSix	\$8,600	(\$1,342,786)	(\$2,216,687)	(\$3,431,733)	(\$3,788,989)	(\$2,654,935)	(\$1,244,950)
Ashland	\$933,574	\$448,567	(\$212,266)	(\$1,429,317)	(\$1,708,569)	(\$848,671)	(\$415,202)
WestRock	\$1,467,777	(\$956,666)	(\$1,411,837)	(\$2,950,599)	(\$2,195,201)	\$1,833,845	\$5,439,864
VAW Co	(\$9,726)	(\$640,964)	(\$1,068,722)	(\$1,727,729)	(\$1,715,024)	(\$1,110,133)	(\$435,035)
Total	\$2,442,401	(\$3,538,733)	(\$6,527,258)	(\$13,361,177)	(\$13,931,918)	(\$5,805,519)	\$1,740,448

The above references the amount in credits () and amounts due + from the industry from FY18 through FY24. These figures are preliminary figures based on information accessible by the Finance Department.

Marina

The Marina is part of the City's General Fund and is not considered an Enterprise fund. Therefore, this would not be a loan but a transfer to the Marina (Fund 038).

If Council approves to allocate FY24 surplus funds to provide the needed repairs to the Marina the information noted to the left would be the estimated revenue over expense information for FY25.

The \$500K transfers to the Marina would be recouped by the City in 5 years.

Revenue for Marina vs expenses (before repairs)			
Available Safe Slips to Rent:	Available	Annual \$\$	Total \$\$
L dock- (closed un safe)	0	\$3,900.00	\$0.00
M Dock- Lease spots	8	\$3,900.00	\$31,200.00
M Dock- Vistor Spots	6	\$1,950.00	\$11,700.00
N Dock- Lease Spots	14	\$3,900.00	\$54,600.00
Ramp Fees	2	\$10,000.00	\$20,000.00
Ice Building Rental	1	\$5,400.00	\$5,400.00
Marina Store Rental	1	\$0.00	\$0.00
Food Truck Spot Rental	1	\$1,200.00	\$1,200.00
Total Estimated Revenues			\$124,100.00
Operating Expenses:			
EQUIPMENT REPAIRS			2,000.00
SERVICE CONTRACTS			10,000.00
VEHICLE MAINTENANCE			0.00
ADVERTISING			1,500.00
ELECTRICAL SERVICES			4,000.00
WATER AND SEWER			2,000.00
POSTAGE			0.00
TELEPHONE/FAX/VIDEO			0.00
OTHER PROPERTY INSURANCE			3,250.00
OFFICE SUPPLIES			0.00
LAUNDRY/JANITORIAL SUPPLIES			0.00
REPAIR/MAINTENANCE SUPPLIES (Year 1 only big spend to make safe)			70,000.00
VEHICLE AND EQUIPMENY GAS			0.00
UNIFORMS/APPAREL EMP/INMATES			0.00
EDUCATION/RECREATION SUPPLIES			2,250.00
ADD-BUILDING			0.00
CONTINGENCY			5,200.00
Total Estimated Expenses:			100,200.00
	Net		23,900.00

Revenue for Marina vs expenses (after repairs)			
Available Safe Slips to Rent:	Available	Annual \$\$	Total \$\$
L dock- (closed un safe)	16	\$3,900.00	\$62,400.00
M Dock- Lease spots	8	\$3,900.00	\$31,200.00
M Dock- Vistor Spots	6	\$1,950.00	\$11,700.00
N Dock- Lease Spots	14	\$3,900.00	\$54,600.00
Ramp Fees	2	\$10,000.00	\$20,000.00
Ice Building Rental	1	\$5,400.00	\$5,400.00
Marina Store Rental	1	\$19,000.00	\$19,000.00
Food Truck Spot Rental	1	\$1,200.00	\$1,200.00
Total Estimated Revenues			\$205,500.00
Operating Expenses:			
EQUIPMENT REPAIRS			2,000.00
SERVICE CONTRACTS			10,000.00
VEHICLE MAINTENANCE			0.00
ADVERTISING			1,500.00
ELECTRICAL SERVICES			5,000.00
WATER AND SEWER			3,000.00
POSTAGE			0.00
TELEPHONE/FAX/VIDEO			0.00
OTHER PROPERTY INSURANCE			3,250.00
OFFICE SUPPLIES			0.00
LAUNDRY/JANITORIAL SUPPLIES			0.00
REPAIR/MAINTENANCE SUPPLIES (reduced after FY 25)			25,000.00
VEHICLE AND EQUIPMENY GAS			0.00
UNIFORMS/APPAREL EMP/INMATES			0.00
EDUCATION/RECREATION SUPPLIES			2,250.00
Add on part time on site staff			45,000.00
CONTINGENCY			5,200.00
Total Estimated Expenses:			102,200.00
	Net		103,300.00

FY24 Surplus Funds Allocation

Staff was asked their recommendation on half of the FY24 Surplus and how it should be allocated in the established reserve funds adopted in the City's Financial policies. Our recommendation is as follows:

- Capital Reserve - \$1.5M (Due to outstanding unfunded Capital, additional years \$500K to \$1M)
- Unassigned - \$1.54M
- Assigned - \$1.5M (Marina and Schools ERP)
- Budget Stabilization - \$500K
- Replenishment of fund Balance - \$500K

November Items

1. Sewer Rate Study – Presented at the September 27th Council Meeting; update to be presented at October 22nd Council Meeting
2. Update of FY20-FY24 ACFRs

ADJOURNMENT