

# AGENDA



# CITY OF HOPEWELL

Hopewell, Virginia 23860

## AGENDA

(804) 541-2408

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info@hopewellva.gov  
cityclerk@hopewellva.gov

## 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, Interim City Manager  
Danielle Smith, City Attorney  
Brittani Williams, City Clerk  
Bridetta Williams, Deputy Clerk

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June 8, 2023

SPECIAL MEETING

Special Meeting: 6:30 PM

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6:30 p.m. Call to order, roll call, and welcome to visitors

### Roll Call

**CITY CLERK:** *All persons addressing Council shall step to the microphone, give name and **If** they reside in Hopewell, their ward number, and limit comments to three minutes. No one may address council more than once per meeting, unless granted permission by the presiding officer. Speakers address council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in the council chamber may be reprimanded by the presiding officer, and removed from the meeting upon a majority vote of councilors present, excluding any councilor who is the subject of the motion. (See Rules 405 and 406)*

### Public Hearing

**PH-1-** Tax Rate Resolution: For Personal Property Tax, Business Property Tax, and Machine and Tools Tax.

### Work Session

**WS-1-** Budget Work Session

### Adjournment

# PUBLIC HEARINGS

PH-1



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

- Civic Engagement
- Culture & Recreation
- Economic Development
- Education
- Housing
- Safe & Healthy Environment
- None (Does not apply)

**Order of Business:**

- Consent Agenda
- Public Hearing
- Presentation-Boards/Commissions
- Unfinished Business
- Citizen/Councilor Request
- Regular Business
- Reports of Council Committees

**Action:**

- Approve and File
- Take Appropriate Action
- Receive & File (no motion required)
- Approve Ordinance 1<sup>st</sup> Reading
- Approve Ordinance 2<sup>nd</sup> Reading
- Set a Public Hearing
- Approve on Emergency Measure

**COUNCIL AGENDA ITEM TITLE: Proposed Tax Rates for Tax Year 2023**

**ISSUE:** City Council to set the Machinery & Tools, Personal/Tangible Property, Meals, and Lodging Tax Rate for Tax Year 2023 beginning January 1, 2023 and ending December 31, 2023.

**RECOMMENDATION:** Approve the recommended Tax Resolution No. R2023-523.

**TIMING:** Staff recommends action at the June 8, 2023 City Council to provide ample time for the production and mailing of the tax bills

**BACKGROUND:** The proposed tax rate resolution for FY 2024 will hold the Machinery & Tools, Tangible Property, Meals, and Lodging Tax Rates constant with the FY 2023 Budget. It is proposed to adopt a Machinery & Tools tax rate of \$3.10 per \$100 of assessed value, Tangible Personal Property of \$3.50 per \$100 of assessed value, Meals Tax rate of 6%, and Lodging Tax Rate 8% for the calendar year 2023.

**ENCLOSED DOCUMENTS:**

- Tax Year 2023 Tax Rate Resolution No. R2023-523

**STAFF:** Dr. Concetta Manker, Interim City Manager

**FOR IN MEETING USE ONLY**

**MOTION:** \_\_\_\_\_

**Roll Call**

**SUMMARY:**

- |                          |                          |                                   |                          |                          |  |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|--|
| <b>Y</b>                 | <b>N</b>                 |                                   | <b>Y</b>                 | <b>N</b>                 |  |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Rita Joyner, Ward #1    | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Janice Denton, Ward #5         |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda Pelham, Ward #6         |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3     | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Jasmine Gore, Ward #4  |                          |                          |  |



## Proposed FY 24 Operating & Capital Budget

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### Proposed Tax Rates for the FY24 Budget/2023 Tax Year

Real Estate	\$1.13 per \$100 of Assessed Value
Personal Property	\$3.50 per \$100 of Assessed Value
Machinery & Tools	\$3.10 per \$100 of Assessed Value
Meals	6.0%
Lodging	8.0%

**NOTICE OF PUBLIC HEARING**  
**City of Hopewell VA**  
**Proposed Tax Rates 2024**

There will be a Public Hearing on the proposed tax rates for Fiscal Year 2024 at 7:30 pm on Tuesday, May 23, 2023 in City Council Chambers, 300 N. Main St. Hopewell, VA. The City of Hopewell proposes to adopt the current tax rates with no changes. The governing body shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the governing body. The current and proposed rates are shown in the schedule below. If you have any questions or inquires please contact the City of Hopewell 804-541-2243.

TAX	TAX RATES	
	Current FY 2023	Proposed FY 2024
Personal Property	\$ 3.50	\$ 3.50
Business Personal Property	\$ 3.50	\$ 3.50
Machinery & Tools	\$ 3.10	\$ 3.10

\*\*Rates are per \$100 of assessed values\*\*

All interested persons may appear and present their views at the above time and place. Anyone needing assistance or accommodations under the provisions of the Americans with Disabilities Act should contact the City Clerk at (804) 541-2408.

RESOLUTIONS NO R2023 – 523

**WHEREAS**, Chap. IV §2 of the Hopewell city Charter and §§15.2-1100 and 1102 of the Code of Virginia Vest all of the powers the City of Hopewell in, and to be exercised by, its City Council unless that power has been expressly delegated to another; and

**WHEREAS**, the City Council is required as part of its annual budget process to establish tax rates for each year.

**WHEREAS**, in accordance with Virginia Code §58.1-3007 and pursuant to §15.2-2503 a public meeting was held. Now therefore,

**BE IT RESOLVED** this 8th day of June, 2023 by the Hopewell City Council and in accordance with Chapter 26 of Title 58.1 of the Virginia Code, the Machinery and Tools (M&T) rate is as follows:

1. Beginning January 1, 2023 the tax rate for assessed valuation will remain \$3.10 per \$100.00
2. The meals tax rate will remain at 6%
3. The lodging tax rate will remain at 8%
4. Tangible Personal Property will remain \$3.50 per \$100.00

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

Witness this signature and seal

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Mayor John Partin

ATTEST:

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Brittani Williams, City Clerk



# WORK SESSION

WS-1

**NEXT YEAR BUDGET HISTORICAL COMPARISON**

PROJECTION: 20241 FY 2024 BUDGET VS 1 FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 5	PCT CHANGE	
1100	CITY COUNCIL								
001	COUNCIL								
11110001	501100	FTSALARY	88,269.48	85,023.32	85,000.24	78,446.38	85,000.00	85,000.00	.0%
11110001	501300	PTWAGES	2,505.00	.00	.00	.00	.00	.00	.0%
11110001	502100	FICAEMPLRC	6,654.52	6,232.07	6,285.72	5,834.36	6,277.18	6,368.96	1.5%
11110001	502300	EMPHLTHINS	13,299.00	13,739.40	13,524.00	11,882.50	16,296.00	8,148.00	-50.0%
11110001	502600	UNEMP INS	2,410.32	.00	.00	.00	.00	.00	.0%
11110001	502700	WC INS	89.07	77.24	77.22	54.50	77.22	59.02	-23.6%
11110001	503320	SERV CONTR	.00	402.80	175.00	2,705.00	5,200.00	5,200.00	.0%
11110001	503322	G0024 WardGrant	2,040.00	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0025 WardGrant	2,990.30	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0026 WardGrant	.00	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0027 WardGrant	2,975.87	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0028 WardGrant	3,000.00	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0029 WardGrant	3,000.00	.00	.00	.00	.00	3,000.00	.0%
11110001	503322	G0030 WardGrant	2,437.38	.00	.00	.00	.00	3,000.00	.0%
11110001	503600	ADS	7,709.09	8,224.80	12,288.99	8,094.73	15,000.00	9,000.00	-40.0%
11110001	503601	Mrkt & Evt	10,418.84	.00	.00	.00	.00	.00	.0%
11110001	505210	POSTAGE	4,268.61	.00	.00	.00	250.00	250.00	.0%
11110001	505230	PHONE/FAX	271.27	217.20	400.21	549.23	1,500.00	1,500.00	.0%
11110001	505510	MILEAGE	260.19	.00	.00	.00	.00	.00	.0%
11110001	505520	TRVLPUBTRN	1,738.40	.00	.00	.00	.00	.00	.0%
11110001	505530	LODGING	1,121.30	.00	.00	.00	.00	.00	.0%
11110001	505540	CONV/CONF	5,515.00	.00	.00	.00	.00	.00	.0%
11110001	505550	MEALS	5,326.68	.00	410.00	1,052.22	2,000.00	3,000.00	50.0%
11110001	505810	DUES/MBER	150.00	.00	.00	.00	.00	.00	.0%
11110001	505841	VIDEO REC	.00	4,852.11	.00	.00	6,000.00	2,300.00	-61.7%
11110001	506001	OFFICESUPP	10,658.66	712.60	1,365.88	1,933.86	2,500.00	2,500.00	.0%
11110001	506012	BOOKSUBCR	450.01	.00	.00	.00	.00	.00	.0%
11110001	508203	CC001 ADD COMM	1,470.18	.00	.00	.00	.00	.00	.0%
11110001	508203	G0024 ADD COMM	.00	.00	.00	250.00	3,000.00	.00	-100.0%
11110001	508203	G0025 ADD COMM	.00	.00	.00	2,500.00	3,000.00	.00	-100.0%
11110001	508203	G0026 ADD COMM	.00	.00	.00	250.00	3,000.00	.00	-100.0%
11110001	508203	G0027 ADD COMM	.00	1,455.00	.00	250.00	3,000.00	10,500.00	250.0%
11110001	508203	G0028 ADD COMM	.00	.00	.00	250.00	3,000.00	.00	-100.0%
11110001	508203	G0029 ADD COMM	.00	.00	.00	250.00	3,000.00	10,500.00	250.0%
11110001	508203	G0030 ADD COMM	.00	.00	.00	2,500.00	3,000.00	10,500.00	250.0%
11110001	509910	MISC EXP	17,766.24	.00	.00	50.00	.00	.00	.0%
<b>TOTAL COUNCIL</b>			196,795.41	120,936.54	119,527.26	116,852.78	161,100.40	175,825.98	9.1%
<b>TOTAL CITY COUNCIL</b>			196,795.41	120,936.54	119,527.26	116,852.78	161,100.40	175,825.98	9.1%
<b>TOTAL GENERAL FUND</b>			196,795.41	120,936.54	119,527.26	116,852.78	161,100.40	175,825.98	9.1%
<b>GRAND TOTAL</b>			196,795.41	120,936.54	119,527.26	116,852.78	161,100.40	175,825.98	9.1%

\*\* END OF REPORT - Generated by Ramonda Carroll \*\*