



# CITY OF HOPEWELL

Hopewell, Virginia 23860

## AGENDA

(804) 541-2408

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### CITY COUNCIL

Patience A. Bennett, Mayor, Ward #7  
John B. Partin, Jr., Vice Mayor, Ward #3  
Deborah B. Randolph, Councilor, Ward #1  
Arlene Holloway, Councilor, Ward #2  
Jasmine E. Gore, Councilor, Ward #4  
Janice B. Denton, Councilor, Ward #5  
Brenda S. Pelham, Councilor, Ward #6

John M. Altman, Jr., City Manager  
Sandra R. Robinson, City Attorney  
Vacant, City Clerk

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April 6, 2021

ELECTRONIC MEETING

Special Meeting: 6:30 PM

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

### SPECIAL MEETING

- R-1. Regular Business – Francisco Landing Development Project
- R-2. Regular Business – Crater Regional Workforce Development Board

### WORK SESSION

- WS-1. Work Session – Proposed Budget for FY 2022
- Revenue Committee
  - Proposed Tax Rates
  - Proposed Estimated Revenues by Fund

### Adjournment

# HOPEWELL VIRGINIA

2021



2022

## REVENUE WORK SESSION

## Proposed City Budget Calendar for FY 2022

- February 26, 2021:** Deadline for MUNIS Close Out of FY 2020
- March 5, 2021:** Deadline for MUNIS Entry of FY 2022 Budget Requests by Departments
- April 1, 2021:** City Manager's Proposed FY 2022 Budget to City Council
- April 2, 2021:** Advertise Public Hearing (5-11-2021) on Tax Rate in Newspapers
- April 6, 2021:** Work Session on Revenue Projections and Department Requests
- April 9, 2021:** Advertise Public Hearing (5-11-2021) on FY 2022 School Division Budget  
Advertise Public Hearing (5-11-2021) on City Budget in Newspapers
- April 13, 2021:** Notice of Public Hearing on Tax Rate (5-11-2021) on Consent Agenda
- April 14, 2021:** Joint City Council/School Board Budget Meeting
- April 20, 2021:** Discussion of City Manager's Budget Objectives  
Budget Work Session on City Manager's Proposed FY 2022 Budget
- April 27, 2021:** Notice of Public Hearing (5-11-2021) on FY 2022 School Division Budget on Consent Agenda  
Notice of Public Hearing (5-11-2021) on City FY 2022 Budget on Consent Agenda  
Budget Work Session on City Manager's Adjusted FY 2022 Budget
- May 4, 2021:** Work Session on FY 2022-2026 Capital Improvement Plan
- May 7, 2021:** Begin Preparation of Tax Bills
- May 11, 2021:** Public Hearing on FY 2022 School Division Budget  
Adoption of FY 2022 School Division Budget on First Reading  
Public Hearing and Approval on 1<sup>st</sup> Reading of the FY 2022 City Budget  
Adoption of the Tax Rate Resolution
- May 14, 2021:** Tax Bill Mailing Date
- May 18, 2021:** Work Session on FY 2022 Budget and Capital Improvement Plan (if needed)
- May 25, 2021:** Approval on Second Reading of the FY 2022 City Budget  
Approval on Second Reading of FY 2022 School Division Budget
- June 15, 2021:** Real Estate Tax Bill Payments Due

**City of Hopewell, VA  
City Manager's  
FY 2022 Proposed Budget  
Revenue Work Session  
4.6.21**

- **City Manager's Revenue Committee**
  
- **Proposed Tax Rates**
  
- **Proposed Estimated Revenues by Fund**
  - **General Fund FY22 Proposed Budget to FY21 Adopted Budget**
  - **Proposed Revenue Budget-All Funds Summary**
  - **Resolution Snapshot**
  - **MUNIS Report**

**City of Hopewell, VA**  
**FY 2021-2022 Proposed Budget**  
**City Manager's Revenue Committee**

- City Manager
- Assistant City Manager
- Commissioner of Revenue
- Treasurer
- Real Estate Assessor
- Finance Director
- Budget Analyst

**City of Hopewell, VA  
FY 2021-2022  
Proposed Tax Rates**

- Real Estate Tax Rate -- **\$1.13** per \$100 of assessed value
- Personal Property Tax Rate -- **\$3.50** per \$100 of assessed value
- Machinery & Tools Tax Rate -- **\$3.05** per \$100 of assessed value
- Meals Tax Rate -- **6.0%**

**City of Hopewell, Virginia  
General Fund**

<b>REVENUES</b>	<b>FY 22 Proposed Budget</b>	<b>FY 21 Adopted Budget</b>	<b>Dollar Change</b>	<b>Percent Change</b>
Real Estate	\$ 15,976,053	\$ 15,487,893	\$ 488,160	3.15%
Public Service Corp	\$ 4,201,137	\$ 4,313,205	\$ (112,068)	-2.60%
Personal Property	\$ 6,680,910	\$ 6,000,000	\$ 680,910	11.35%
Machine & Tool	\$ 8,184,807	\$ 7,912,000	\$ 272,807	3.45%
Interest & Penalty	\$ 620,000	\$ 618,500	\$ 1,500	0.24%
Other Taxes	\$ 6,080,000	\$ 6,078,000	\$ 2,000	0.03%
Permits & Fees	\$ 345,000	\$ 299,700	\$ 45,300	15.12%
Use of Money	\$ 65,000	\$ 62,500	\$ 2,500	4.00%
Charges for Services	\$ 576,100	\$ 562,600	\$ 13,500	2.40%
Fines/Forfeitures	\$ 893,500	\$ 901,827	\$ (8,327)	-0.92%
Miscellaneous	\$ 244,914	\$ 286,385	\$ (41,471)	-14.48%
Local	\$ 1,257,500	\$ 923,500	\$ 334,000	36.17%
State	\$ 7,655,727	\$ 7,518,567	\$ 137,160	1.82%
Federal	\$ 26,000	\$ 220,000	\$ (194,000)	-88.18%
Transfers	\$ 1,391,500	\$ 1,391,500	\$ -	0.00%
Other Revenues	\$ 130,500	\$ 41,500	\$ 89,000	214.46%
<b>Total Revenues</b>	<b>\$ 54,328,648</b>	<b>\$ 52,617,677</b>	<b>\$ 1,710,971</b>	<b>3.25%</b>

## REVENUE COMPOSITION

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### Use of Money

- Interest Income
- Rent of Property (Library)

### Charges for Services

- Circuit Court Clerk Fees
- Sheriff Fees
- Law Library Fees
- Courthouse Maintenance Fees
- Jail Admission Fees
- Police Record Checks
- EMS Billing
- E-Summons Fees

### Miscellaneous

- Donations/Private Grants
- Sale of Real Estate Data
- Tax Exemption Program Fees
- Insurance/FEMA Refunds
- Keep Hopewell Beautiful
- FOIA Fees
- Toter Replacement Fees
- Employee Misc Reimbursement
- Vendor Misc Reimbursement

### Local

- Payment in lieu of taxes
- Comm Atty Drug & Seizure
- Police Drug & Seizure
- Sheriff Drug & Seizure

### Transfers

- (cost recovery)
- Sewer Service Fund
- Solid Waste Fund
- Dept of Social Services



**City of Hopewell, Virginia**  
**FY 22 Proposed Revenue Budget-All Funds**

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General Fund	54,328,648
Social Services	6,226,950
CSA	3,359,460
Recreation	1,895,601
Marina	25,000
Anti-Litter	6,063
Economic Development	20,000
Self-Insurance	600,000
Cemetery	52,500
Healthy Families	329,777
School Operating	52,950,156
School Textbook	500,000
School Cafeteria	3,660,863
School Bldg/Bus Replacement	47,180
Solid Waste	2,480,191
Sewer System Operating	9,791,352
Sewer System Maintenance	8,429,981
Sewer System Bond	1,636,371
Storm Water 1	1,046,046
Storm Water 2	10,000
Water Renewal	26,592,487
Debt Service	5,158,271
Grants	53,940
Capital Projects	1,500,000
<b>Total Revenue</b>	<b>180,700,837</b>

# Resolution Snapshot

**PROPOSED REVENUE BUDGET  
FISCAL YEAR 2021-22**

**PROPOSED REVENUE BUDGET FISCAL YEAR 2021-22**

**General Fund-011:**

**Estimated Revenues:**

From Local Sources	
General Property Taxes.....	35,662,907
Other Local Taxes.....	6,080,000
Licenses, Permits, Fees.....	921,100
Fines & Forfeitures.....	893,500
Use of Money/Property.....	65,000
In-Lieu of Taxes.....	1,257,500
Other Local Revenues.....	375,414
 From Other Agencies	
State Sources.....	7,655,727
Federal Sources.....	26,000
 Cost Recovery	
Cost Recovery from Social Services-012 .....	507,000
Cost Recovery from Solid Waste-030.....	502,000
Cost Recovery from Sewer Services-041.....	<u>382,500</u>
<b>Total Revenues.....</b>	<b>\$54,328,648</b>

**Social Services Fund-012:**

**Estimated Revenues:**

From State Sources.....	2,285,773
From Federal Sources.....	2,976,000
Transfer from General Fund-011.....	<u>965,177</u>
<b>Total Revenues.....</b>	<b>\$6,226,950</b>

**Children's Services Act Fund-015:**

**Estimated Revenues:**

From State Sources.....	2,500,845
Transfer from General Fund-011.....	833,615
Other Revenue.....	<u>25,000</u>
<b>Total Revenues.....</b>	<b>\$3,359,460</b>

**Recreation Fund-035:**

**Estimated Revenues:**

Fees & Charges.....	173,050
Transfer from General Fund-011.....	<u>1,722,551</u>
<b>Total Revenues.....</b>	<b>\$1,895,601</b>

**Marina Fund-038:**

**Estimated Revenues:**

Rental.....	<u>25,000</u>
<b>Total Revenues.....</b>	<b>\$25,000</b>

**Anti-Litter Fund-053:**

**Estimated Revenues:**

From State Sources.....	<u>6,063</u>
<b>Total Revenues.....</b>	<b>\$6,063</b>

**Economic Development Fund - 075:**

**Estimated Revenues:**

Transfer from General Fund-011.....	<u>20,000</u>
<b>Total Revenues.....</b>	<b>\$20,000</b>

**Self-Insurance Fund - 076:**

**Estimated Revenues:**

Transfer from General Fund-011.....	<u>600,000</u>
<b>Total Revenues.....</b>	<b>\$600,000</b>

**Cemetery Fund-003:**

**Estimated Revenues:**

Interest Income.....	13,500
Charges for Services.....	<u>39,000</u>
<b>Total Revenues.....</b>	<b>\$52,500</b>

**Healthy Families Fund-090:**

**Estimated Revenues:**

Donations.....	67,500
From State Sources.....	105,000
Transfer from General Fund-011.....	<u>157,277</u>
<b>Total Revenues.....</b>	<b>\$329,777</b>

**School Operating Fund-014:**

**Estimated Revenues:**

From State Sources.....	33,661,350
From Federal Sources.....	5,067,289
Other Revenue.....	1,906,323
Transfer from General Fund-011.....	<u>12,315,194</u>
<b>Total Revenues.....</b>	<b>\$52,950,156</b>

**School Textbook Fund-056:**

**Estimated Revenues:**

From State Sources.....	<u>500,000</u>
<b>Total Revenues.....</b>	<b>\$500,000</b>

**School Cafeteria Fund-057:**

**Estimated Revenues:**

From State Sources.....	57,087
From Federal Sources.....	2,400,000
Other Revenue.....	<u>1,203,776</u>
<b>Total Revenues.....</b>	<b>\$3,660,863</b>

**School Bldg/Bus Replacement Fund-063:**

**Estimated Revenues:**

Other Revenue.....	<u>47,180</u>
<b>Total Revenues.....</b>	<b>\$47,180</b>

**Solid Waste Fund-030 :**

**Estimated Revenues:**

Fees & Charges.....	<u>2,480,191</u>
<b>Total Revenues.....</b>	<b>\$2,480,191</b>

**Sewer System Revenue Fund-040:**

**Estimated Revenues:**

Charges for Services.....	<u>9,791,352</u>
<b>Total Revenues.....</b>	<b>\$9,791,352</b>

**Sewer System Operating Fund-041:**

**Estimated Revenues:**

Transfer f/ Sewer System Revenue Fund-040.....	8,154,981
Interest Income.....	<u>275,000</u>
<b>Total Revenues.....</b>	<b>\$8,429,981</b>

**Sewer System Bond Fund-043:**

**Estimated Revenues:**

Transfer f/ Sewer System Revenue Fund-040..... 1,636,371  
**Total Revenues.....** \$1,636,371

**Storm Water Fund #1-048:**

**Estimated Revenues:**

Storm Water Fees..... 904,000  
From State Sources..... 142,046  
**Total Revenues.....** \$1,046,046

**Storm Water Fund #2 -049:**

**Estimated Revenues:**

Storm Water Fees..... 10,000  
**Total Revenues.....** \$10,000

**Water Renewal Fund-032:**

**Estimated Revenues:**

Interest Income..... 30,000  
Industrial User Charges..... 26,562,487  
**Total Revenues.....** \$26,592,487

**Debt Service Fund-070:**

**Estimated Revenues:**

Fund-070 Revenue..... 924,951  
Room Tax Revenue..... 850,000  
Food Tax Revenue..... 2,300,000  
Transfer from GF-011..... 1,083,320  
**Total Revenues.....** \$5,158,271

**Grants Fund-052:**

**Estimated Revenues:**

From State Sources..... 53,940  
**Total Revenues.....** \$53,940

**Capital Projects Fund-071:**

**Estimated Revenues:**

From State Sources..... 1,000,000  
Transfer from GF-011..... 500,000  
**Total Revenues.....** \$1,500,000

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**Estimated Revenue**

**\$180,700,837**