

TOWN OF LEESBURG

NOTICE OF PUBLIC HEARING

AN ORDINANCE ADOPTING THE BUDGET FOR FISCAL YEAR 2016; MAKING APPROPRIATIONS FOR FY 2016 FOR THE GENERAL FUND, UTILITIES FUND, CAPITAL PROJECTS FUND, CAPITAL ASSET REPLACEMENT (CAR) FUND, NORTHERN VIRGINIA TRANSPORTATION AUTHORITY (NVTA) FUND; AUTHORIZING AMENDMENTS TO THE BUDGET AND SUPPLEMENTAL APPROPRIATIONS BY COUNCIL RESOLUTION; AND AUTHORIZING AND DIRECTING THE TOWN MANAGER TO TAKE ALL STEPS NECESSARY AND PRUDENT TO EFFECTUATE THE IMPLEMENTATION OF THE ORDINANCE

In accordance with the Code of Virginia of 1950, as amended §§ 15.2-1427 and 15.2-2506 the Leesburg Town Council will hold a public hearing on:

Tuesday, April 14, 2015, at 7:30 P.M.
Council Chambers of Town Hall,
25 West Market Street, Leesburg, VA

at which time the public shall have the right to provide written and oral comments on the proposed ordinance:

- Adopting the FY 2016 budget;
- Appropriating money for the FY 2016 General Fund (\$51,841,520), Utilities Fund (\$23,706,229), Capital Projects Fund (\$20,624,100), CAR Fund (\$1,316,800), and NVTA Fund (\$1,494,800) budgets;
- Authorizing amendments to the budget and supplemental appropriations by Council resolution; and
- Authorizing and directing the Town Manager to take all steps necessary and prudent to effectuate the implementation of the ordinance.

Copies of the proposed ordinance are available in the Office of the Town Clerk, 25 West Market Street, Leesburg, VA during normal business hours. For more information about the ordinance, please contact Clark G. Case, Director of Finance and Administrative Services at 703-771-2720.

Persons requiring special accommodations are requested to contact Lee Ann Green, Clerk of the Council at 703-771-2733, three days in advance of the meeting. For TTY/TTD service, use the Virginia Relay Center by dialing 711.

3/25/15, 4/1/15



Date of Council Meeting: April 14, 2015

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Adoption of FY 2016 Budget and FY 2016-21 Capital Improvements Program

Staff Contact: Kaj Dentler, Town Manager
Clark Case, Director of Finance and Administrative Services

Council Action Requested: Council's approval of the FY 2016 budget as amended and the FY 2016-21 Capital Improvements Program.

Staff Recommendation: Staff recommends Council adoption of the revised proposed budget for Fiscal Year 2016 and the proposed FY 2016-21 Capital Improvements Program that has been amended since the budget was presented to Town Council on February 24, 2015 and deliberated at the budget work sessions held on March 9, 14, 23, and April 13.

Commission Recommendation: The Planning Commission endorsed the FY 2016-21 Capital Improvement Program as proposed at their February 19, 2015 meeting.

Fiscal Impact: The FY 2016 revised, proposed budget (General Fund, Capital Fund, Capital Asset Replacement Fund, Northern Virginia Transportation Authority (NVT) Fund, and Utilities Fund) totals \$98,994,269.

The revised proposed FY 2016 budget for the general fund is \$51,852,340, which includes technical changes and budget adjustments totaling \$43,637 over the budget proposed on February 24, 2015. This increase is due primarily to the addition of the Diversity Commission and the re-instatement of the Standing Residential Traffic Committee funding that was erroneously excluded from the proposed budget. The revised proposed FY 2016 budget is an increase of approximately 5.4% over the FY 2015 adopted budget, and is based on maintaining the current real property tax rate of 18.3 cents per \$100 of assessed value. The proposed budget provides for an average of 3% employee pay for performance increase, and an 8% increase for Town employee health insurance. No new positions are proposed in the General Fund budget.

The proposed FY 2016 budget for the Capital Asset Replacement Fund totals \$1,316,800 and includes various asset and vehicle replacements such as: the replacement of CORE main network switches, replacement of three police vehicles, replacement of HVAC equipment at Ida Lee Recreation Center pools, and the installation of alarm boxes and rehabilitation of the Town Hall parking garage.

The proposed FY 2016 budget for the Utility Fund totals \$23,706,229 and includes the new rate structure approved by Council, and provides \$1.2 million to fund infrastructure

improvements, The proposed budget also includes the addition of three (3) new plant operators needed to operate the waste water plant on a 24/7 basis. This is necessary to fulfill the Town's approved agreement with Panda Energy. The related revenue from the agreement will offset all associated staff costs.

The FY 2016-22 Capital Improvement Program (CIP) which has a FY 2016 proposed budget of \$24,421,400 that is comprised of the Capital Projects Fund for a total of \$20,624,100; the NVTAFund for a total of \$1,494,800; and \$3,797,300 from the Utilities Fund. This includes a significant investment in transportation improvement projects such as Battlefield Parkway from Evergreen Mill Road to Meade Drive at Route 15 South, South King Street Widening Phase II from Greenway Drive to Virts Corner, and Hope Parkway from Miller Drive to Whipp Drive.

Executive Summary: The proposed FY 2016 budget for the Town's General Fund, Capital Improvement Program (CIP), and Utility Fund was formally presented to Town Council on February 24, 2015. No new positions are proposed in the General Fund.

Background: The proposed budget for FY 2016 was presented to Town Council on February 24, 2015. Some highlights in the proposed budget include the following:

- General Fund
 - No new positions.
 - Health insurance increase of 8%.
 - 3% average pay for performance increase for full time employees.
 - Police overtime in the amount of \$42,000 (\$32,000 for Criminal Investigation Division and \$10,000 for Council law enforcement initiatives and directives)
 - Technology and automation enhancements in the amount of \$89,410.
 - East Market Street Corridor Transportation Analysis for \$20,000.

- Capital Improvement Program (CIP)

○ Battlefield Parkway – Final Segment	\$6.1 million
○ South King Street Widening – Final Segment	\$3.6 million
○ Lowenbach Improvements – Final Segment	\$938,200
○ Hope Parkway	\$2.5 million
○ Catocin Skate Park Renovations	\$544,800
○ Downtown Improvements	\$1.9 million

- Utility Fund
 - \$1.2 million for infrastructure improvements
 - \$271,000 for three (3) new positions required due to the Town's agreement with Panda Energy. The wastewater treatment plant will be going to a 24/7 operation due to the agreement, and revenues from the agreement will offset the Town's staffing costs.

Attachments: 1.) April 13, 2015 FY 2016 Tax Adoption Public Hearing Notice
2.) FY 2016 Budget Adoption Resolution
3.) FY 2016-21 Capital Improvements Program Adoption Resolution

PRESENTED April 14, 2015

ORDINANCE NO. 2015-O-

ADOPTED _____

AN ORDINANCE: ADOPTING THE BUDGET FOR FISCAL YEAR 2016; MAKING APPROPRIATIONS FOR FISCAL YEAR 2016 FOR THE GENERAL FUND, UTILITIES FUND, CAPITAL PROJECTS FUND, CAPITAL ASSET REPLACEMENT FUND, AND NORTHERN VIRGINIA TRANSPORTATION AUTHORITY (NVTA) FUND; AMENDMENTS TO THE BUDGET AND SUPPLEMENTAL APPROPRIATIONS BY COUNCIL RESOLUTION; AND AUTHORIZING AND DIRECTING THE TOWN MANAGER TO TAKE ALL STEPS NECESSARY AND PRUDENT TO EFFECTUATE THE IMPLEMENTATION OF THE ORDINANCE

The Council of the Town of Leesburg in Virginia hereby ordains:

SECTION I. The budget for the fiscal year beginning July 1, 2015, and ending June 30, 2016, is hereby adopted to include the total of \$98,994,269 in the categories and accounts of the General Fund in the amount of \$51,852,340; the Utilities Fund in the amount of \$23,706,229; the Capital Projects Fund in the amount of \$20,624,100; the Capital Asset Replacement Fund in the amount of \$1,316,800; and the Northern Virginia Transportation Authority (NVTA) Fund in the amount of \$1,494,800.

SECTION II. The amounts reflected in the budget for the fiscal year beginning July 1, 2015, and ending June 30, 2016, are hereby appropriated a total of \$98,994,269 to include the totals in the categories and accounts to the General Fund in the amount of \$51,852,340; Utilities Fund in the amount of \$23,706,229; Capital Projects Fund in the amount of \$20,624,100; Capital Asset Replacement Fund in the amount of \$1,316,800; and the NVTA Fund in the amount of \$1,494,800.

SECTION III. Any amendments to the budget or supplemental appropriations adopted herein may be enacted by the Town Council by resolution from time to time.

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SECTION IV. The Town Manager is hereby authorized and directed to take all appropriate administrative actions necessary and prudent to effectuate implementation of this ordinance including, but not limited to, transferring money within and between funds, paying all short and long term debt due, and re-appropriating and establishing necessary encumbrances at fiscal year-end.

SECTION V. Appropriations designated for Capital Projects, unexpended as of June 30, 2015, are hereby re-appropriated for those projects. The re-appropriation of these funds is in addition to the appropriations for Capital Improvement Projects for FY 2016. Upon completion of a capital project, staff has authorization to close-out said project and transfer to the source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2015 and appropriation for capital projects in FY 2016 capital budget.

SECTION VI. All prior ordinances and resolutions in conflict herewith are hereby repealed.

SECTION VII. If any provision of this ordinance is declared invalid, the decision shall not affect the validity of the ordinance as a whole or any remaining provisions of the ordinance.

SECTION VIII. This ordinance shall be effective July 1, 2015.

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PASSED this ___ day of _____, 2015.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council