

TOWN OF LEESBURG

NOTICE OF PUBLIC HEARING

AN ORDINANCE ADOPTING THE BUDGET FOR FISCAL YEAR 2017; MAKING APPROPRIATIONS FOR FISCAL YEAR 2017 FOR THE GENERAL FUND, UTILITIES FUND, CAPITAL PROJECTS FUND, CAPITAL ASSET REPLACEMENT FUND, AND 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 12, 2016, 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 Fiscal Year 2017 budget;
- Appropriating money for the Fiscal Year 2017 General Fund (\$54,867,022), Utilities Fund (\$21,178,915), Capital Projects Fund (\$13,140,700), Capital Asset Replacement Fund (\$1,746,100), and NVTA Fund (\$3,347,900) 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 for public examination prior to the public hearing in the office of the Town Clerk at Town Hall, 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 public hearing. For TTY/TTD services, use the Virginia Relay Center by dialing 711.

3/31/16, 4/7/16



Date of Council Meeting: April 12, 2016

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Adoption of FY 2017 Budget and FY 2016-21 Capital Improvement Program

Staff Contact: Kaj Dentler, Town Manager
Jason Cournoyer, Management/ Budget Officer
Clark Case, Director of Finance and Administrative Services

Council Action Requested: Council's approval of the Fiscal Year 2017 budget as amended and the FY 2017-21 Capital Improvement Program.

Staff Recommendation: Staff recommends Council adoption of the revised proposed budget for Fiscal Year 2017 and the proposed FY 2016-21 Capital Improvement Program that has been amended since the budget was presented to Town Council on February 23, 2016 and deliberated at the budget work sessions held on March 12, 22, and April 11.

Commission Recommendation: The Planning Commission endorsed the FY 2016-21 Capital Improvement Program as proposed at their February 18, 2016 meeting.

Work Plan Impact: None

Fiscal Impact: The FY 2017 revised, proposed budget (General Fund, Capital Fund, Capital Asset Replacement Fund, Northern Virginia Transportation Authority (NVTA) Fund, and Utilities Fund) totals \$94,280,637.

The revised proposed FY 2017 budget for the general fund is \$54,867,022, which includes technical changes and budget adjustments totaling \$475,000 from the budget proposed on February 23, 2016. This decrease is due to the elimination of State Revenue Sharing funding for milling and paving. The revised proposed FY 2017 budget is an increase of approximately 5.4% over the FY 2016 adopted budget of \$51,919,340, and is based on a real property tax rate of 18.72 cents per \$100 of assessed value. The increase over Fiscal Year 2016 Adopted Budget is primarily attributable to an increase of \$2.4 million in debt service requirements.

The proposed budget provides for the implementation of the Town Manager's Downtown Initiative; pay-go financing for capital projects; an average of 3% employee pay for performance increase; and the addition of a Network Administrator position in the Department of Finance and Administrative Services.

The proposed FY 2017 budget for the Capital Asset Replacement Fund totals \$1,746,100 and includes various asset and vehicle replacements such as: facilities repairs at Town Hall and Police Headquarters; in-car cameras in police patrol vehicles; several vehicle and/or

apparatus replacements in Police, Public Works and Capital Projects, and Parks and Recreation; playground equipment replacement at Tuscarora, Rotary and Ida Lee Parks; and technology equipment replacement.

The proposed FY 2017 budget for the Utility Fund totals \$21,178,915 and includes the new rate structure approved by Council, and provides \$949,000 to fund infrastructure improvements.

The FY 2017-22 Capital Improvement Program (CIP) which has a FY 2017 proposed budget of \$18,197,600 that is comprised of the Capital Projects Fund for a total of \$13,140,700; the NVTAFund for a total of \$3,347,900; and \$1,709,000 from the Utilities Fund. This includes a significant investment in transportation and storm drainage 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; Phase IV of the widening of Sycolin Road; and flood mitigation and TMDL projects on the Tuscarora Creek.

Executive Summary: The proposed FY 2017 budget for the Town's General Fund, Capital Improvement Program (CIP), and Utility Fund was formally presented to Town Council on February 23, 2016.

Background: The proposed budget for FY 2017 was presented to Town Council on February 23, 2016. Some highlights in the proposed budget include the following:

- General Fund
 - Savings in Healthcare costs of \$1.2 million
 - Debt Service requirement increase of \$2.4 million
 - A Network Administrator position for \$95,000
 - Downtown Initiatives Implementation totaling \$45,000
 - Capital Projects Pay-Go Financing of \$650,000
 - 3% average pay for performance increase for full time employees.

- Capital Improvement Program (CIP)

○ Loudoun Public School Proffer Contribution	\$1.0 million
○ Battlefield Parkway – Final Segment	\$2.6 million
○ E. Market Street/ Battlefield Parkway Interchange	\$2.2 million
○ South King Street Widening – Final Segment	\$3.4 million
○ Sycolin Road Widening – Phase IV	\$1.8 million
○ Tuscarora Creek Restoration/ Mitigation	\$2.0 million

- Utility Fund
 - \$949,000 for infrastructure repairs, renovation and replacements.

Attachments: 1.) April 11, 2016 FY 2017 Tax Adoption Public Hearing Notice
2.) FY 2017 Budget Adoption Resolution
3.) FY 2016-21 Capital Improvement Program Adoption Resolution

PRESENTED April 12, 2016

ORDINANCE NO. _____

ADOPTED April, 2016

AN ORDINANCE: ADOPTING THE BUDGET FOR FISCAL YEAR 2017; MAKING APPROPRIATIONS FOR FISCAL YEAR 2017 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, 2016, and ending June 30, 2017, is hereby adopted to include the total of \$94,280,637 in the categories and accounts of the General Fund in the amount of \$54,867,022; the Utilities Fund in the amount of \$21,178,915; the Capital Projects Fund in the amount of \$13,140,700; the Capital Asset Replacement (CAR) Fund in the amount of \$1,746,100; and the Northern Virginia Transportation Authority (NVTA) Fund in the amount of \$3,347,900.

SECTION II. The amounts reflected in the budget for the fiscal year beginning July 1, 2016, and ending June 30, 2017, are hereby appropriated a total of \$94,280,637 to include the totals in the categories and accounts to the General Fund in the amount of \$54,867,022; Utilities Fund in the amount of \$21,178,915; Capital Projects Fund in the amount of \$13,140,700; CAR Fund in the amount of \$1,746,100; and the NVTA Fund in the amount of \$3,347,900.

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.

SECTION IV. The Town Manager is hereby authorized and directed to take all appropriate administrative actions necessary and prudent to effectuate implementation of this

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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 and grant funding balance and related reservations of fund balance at fiscal year-end.

SECTION V. Appropriations designated for Capital Projects, unexpended as of June 30, 2016, are hereby re-appropriated for those projects. The re-appropriation of these funds is in addition to the appropriations for Capital Improvement Projects for Fiscal Year 2017. 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, 2016 and appropriation for capital projects in Fiscal Year 2017 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, 2016.

PASSED this ____ day of April, 2016.

David S. Butler, Mayor
Town of Leesburg

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ATTEST:

Clerk of Council

PRESENTED April 12, 2016

RESOLUTION NO. _____

ADOPTED April , 2016

A RESOLUTION: ADOPTING THE FISCAL YEAR 2016-2021 CAPITAL
 IMPROVEMENTS PROGRAM IN THE AMOUNT OF \$106,536,100

WHEREAS, Section 15.2-2239 of the 1950 Code of Virginia, as amended, authorizes the preparation and annual review of a Capital Improvements Program (CIP); and

WHEREAS, the Town Manager submitted a preliminary CIP to the Planning Commission on February 4, 2016; and

WHEREAS, the Planning Commission held a public hearing on the preliminary CIP on February 18, 2016, reviewed the preliminary CIP for compliance with the Town Plan and approved a motion with recommendations concerning the CIP for adoption by the Town Council on February 18, 2016.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia the proposed CIP for Fiscal Years 2016-2021 totaling \$106,536,100 is approved.

PASSED this ___ day of April, 2016.

David S. Butler, Mayor
Town of Leesburg

ATTEST:

Clerk of Council