

INTRODUCED: June 12, 2023

AN ORDINANCE No. 2023-179

To amend Ord. No. 2022-055, adopted May 9, 2022, which adopted the Fiscal Year 2022-2023 General Fund Budget and made appropriations pursuant thereto, to appropriate \$18,215,420.00 of the Fiscal Year 2022-2023 estimated revenue to various City departments and non-departmental agencies and to create certain new line items in the Non-departmental agency and appropriate a portion of such estimated revenue thereto.

Patrons – Mayor Stoney and Ms. Trammell

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUN 26 2023 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That Ordinance No. 2022-055, adopted May 9, 2022, which adopted a General Fund Budget for the fiscal year commencing July 1, 2022, and ending June 30, 2023, and made appropriations pursuant thereto, is hereby amended by

(a) Appropriating \$18,215,420.00 from the estimated revenue for the fiscal year commencing July 1, 2022, and ending June 30, 2023, and appropriating a portion of such funds to the following City departments, agencies, and existing non-departmental agencies in the following amounts:

AYES: 7 NOES: 0 ABSTAIN: _____

ADOPTED: JUN 26 2023 REJECTED: _____ STRICKEN: _____

Adult Drug Court	\$8,827.00
Chief Administrative Officer	\$250,000.00
City Attorney's Office	\$454,560.00
Department of Economic Development.....	\$155,170.00
Department of Emergency Communications, Preparedness, and Response.	\$190,000.00
Department of Finance.....	\$326,580.00
Department of Fire and Emergency Services	\$2,915,178.00
Department of Housing and Community Development	\$124,929.00
Department of Parks, Recreation and Community Facilities.....	\$1,846,626.00
Department of Procurement Services	\$34,460.00
Department of Public Works	\$1,203,368.00
Office of the General Registrar.....	\$1,020,473.00
Office of Minority Business Development.....	\$316,140.00
Office of Strategic Communications and Civic Engagement.....	\$225,961.00
Public Library	\$116,975.00
Richmond Animal Care and Control	\$454,561.00
Non-departmental:	
Feed More, Inc.	\$300,000.00
Transfer to Information Technology Internal Service Fund.....	\$1,000,000.00

(b) Creating the following new line items in the Non-Departmental agency and appropriating a portion of \$18,215,420.00 from the estimated revenue for the fiscal year commencing July 1, 2022, and ending June 30, 2023, in the following amounts:

Local Initiatives Support Corporation	\$225,000.00
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One-time five percent Bonus for City of Richmond Retirees..... \$3,500,000.00

Reserve for Unfunded Liabilities/Unassigned Fund Balance \$1,796,612.00

Revolving Land Acquisition Special Reserve \$1,750,000.00

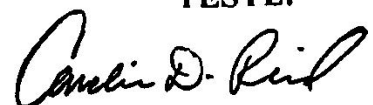
§ 2. That the appropriation for the new line item created by subsection (b) of section 1 of this ordinance for a one-time five percent bonus for City of Richmond retirees shall only be effective for City of Richmond retirees who have been retired for at least one year as of July 1, 2023.

§ 3. That any unexpended amounts of the appropriations to the new line items created by subsection (b) of section 1 of this ordinance for (i) a one-time five percent bonus for City of Richmond retirees, (ii) the reserve for unfunded liabilities/unassigned fund balance, and (iii) the revolving land acquisition special reserve shall not lapse at the close of the fiscal year commencing July 1, 2022, and ending June 30, 2023, and shall not revert to the general fund balance, as that term is defined by section 12-241 of the Code of the City of Richmond (2020), as amended, but shall remain in force until expended, revised, or repealed to the extent permitted by law. Any such unexpended amounts shall be accounted for by the Director of Finance in accordance with generally accepted accounting principles and shall be available for appropriation in the fiscal year commencing July 1, 2023, and ending June 30, 2024, for the purpose of funding the new line items created by subsection (b) of section 1 of this ordinance for (i) a one-time five percent bonus for City of Richmond retirees, (ii) the reserve for unfunded liabilities /unassigned fund balance, and (iii) the revolving land acquisition special reserve.

§ 4. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:

TESTE:



City Clerk



City of Richmond

900 East Broad Street
2nd Floor of City Hall
Richmond, VA 23219
www.rva.gov

Master

File Number: Admin-2023-0463

File ID: Admin-2023-0463

Type: Request for Ordinance or Resolution

Status: Regular Agenda

Version: 1

Reference:

In Control: City Clerk Waiting Room

Department:

Cost:

File Created: 06/01/2023

Subject: Third Quarter Appropriation for FY 2023

Final Action: 06/26/2023

Title:

Internal Notes:

Code Sections:

Agenda Date: 06/12/2023

Indexes:

Agenda Number:

Patron(s):

Enactment Date:

Attachments: Admin-2023-0463 OR General Fund Amendment Table Attachment

Enactment Number:

Contact:

Introduction Date: 06/12/2023

Drafter: Lauren.Kirk@rva.gov

Effective Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/2/2023	Jason May	Delegated	
Notes: Delegated: Out Of Office					
1	2	6/2/2023	Meghan Brown	Approve	6/6/2023
1	3	6/2/2023	Sheila White	Approve	6/5/2023
1	4	6/2/2023	Sabrina Joy-Hogg	Approve	6/5/2023
Notes: O&R approved Must be introduced on 6/12					
1	5	6/2/2023	Lincoln Saunders	Approve	6/5/2023
1	6	6/6/2023	Mayor Stoney	Disapprove	6/5/2023
Notes: 1. Please disapprove on behalf of the Mayor so that the document can be edited and rerouted 2. Please confirm if an email was sent to the originator (Lauren Kirk), if possible, please send email to Meghan Brown who is covering for Lauren.					
per Osborne done by Kit Hagen					
1	7	6/7/2023	Jason May	Approve	6/8/2023
1	8	6/7/2023	Sheila White	Approve	6/8/2023
1	9	6/7/2023	Sabrina Joy-Hogg	Approve	6/8/2023
1	10	6/7/2023	Lincoln Saunders	Approve	6/8/2023
1	11	6/8/2023	Mayor Stoney	Approve	6/8/2023

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Admin-2023-0463

O&R REQUEST

DATE: May 31, 2023

EDITION:

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

THROUGH: J.E. Lincoln Saunders, Chief Administrative Officer

THROUGH: Sabrina Joy-Hogg, Deputy Chief Administrative Officer

THROUGH: Sheila D. White, Director of Finance

FROM: Jason P. May, Director of Budget & Strategic Planning

RE: Third Quarter Appropriation for FY 2023

ORD. OR RES. No.

PURPOSE: To amend the FY 2023 General Fund Budget (Ord. 2022-055) by appropriating the estimated revenue of \$18,215,420 and amending various agency's budgets to reflect those agency's projected FY 2023 funding needs as determined by a review of the third quarter expenditure forecast; and from the \$18,215,420, to establish a special reserve of \$1,750,000 for "Revolving Land Acquisition," for the purpose of assembling land that is in the public's interest and to establish a special reserve of \$1,796,612 for "unfunded liabilities/unassigned fund balance".

REASON: An outcome of the third-quarter forecast is a projected snapshot of each agency's total fiscal year expenditure needs. As the city recovers from the uncertainty of the COVID-19 pandemic impact, many of these deficiencies have been addressed in the Adopted FY 2024 Budget. This ordinance appropriates the projected revenue to cover remaining expenditure needs for FY 2023 as follows:

Animal Care and Control Appropriation - \$454,561:

\$454,561 will be appropriated to Animal Care and Control for essential operational needs.

Adult Drug Court Appropriation - \$8,827:

\$8,827 will be appropriated to the Adult Drug Court for unexpected fleet depreciation charges.

Chief Administrative Office Appropriation - \$250,000:

\$250,000 will be appropriated to Chief Administrative Office for salaries and membership to Virginia Municipal League.

City Attorney Appropriation - \$454,560:

\$454,560 will be appropriated to the City Attorney for salary adjustments and retirement expenses.

Department of Economic Development Appropriation - \$155,170:

\$155,170 will be appropriated to the Department of Economic Development for various economic development needs, i.e.: Diamond District, City Center.

Department of Emergency Communications, Preparedness, and Response Appropriation - \$190,000:

\$190,000 will be appropriated to the Department of Emergency Communications, Preparedness, and

Response to implement the findings of the Richmond Ambulance Authority assessment.

Department of Finance Appropriation - \$326,580:

\$326,580 will be appropriated to the Department of Finance for additional expenses related to professional services.

Additionally, \$2,000,000 that has already been appropriated as part of the FY 2023 Adopted Budget within the Department of Finance will be placed as part of the Assigned Fund Balance as an employee compensation reserve related to economic downturns. As such, there is no fiscal impact for this item.

Fire & Emergency Services Appropriation - \$2,915,178:

\$2,915,178 will be appropriated to Fire & Emergency Services for mandatory overtime expenses.

General Registrar's Office Appropriation - \$1,020,473:

\$1,020,473 will be appropriated to General Registrar due to the number of special elections required after the passing of Congressman McEachin.

Housing & Community Development Appropriation - \$124,929:

\$124,929 will be appropriated to the Department of Housing & Community Development for housing and homeless services.

Public Library Appropriation - \$116,975:

\$116,975 will be appropriated to the Public Library for extended hours.

Parks & Recreation Appropriation - \$1,846,626:

\$1,846,626 will be appropriated to the Parks & Recreation for additional programming, security, and contract increases.

Minority Business Development Appropriation - \$316,140:

\$316,140 will be appropriated to Minority Business Development for the Disparity Study.

Non-Departmental Appropriation - \$1,525,000:

\$225,000 to Local Support Initiatives Corporation (LISC), as a City partner, for affordable housing efforts.

\$300,000 for Feed More, Inc., as a regional partner, for assisting with relocation expenses.

\$1,000,000 for Transfer to Information Technology Internal Service Fund for system upgrades.

Office of Strategic Communications and Civic Engagement Appropriation - \$225,961:

\$225,961 will be appropriated to the Office of Strategic Communications and Civic Engagement for city marketing initiatives, furniture, fixtures, and equipment for new offices on the 13th and 14th floors, as well as additional personnel.

Department of Procurement Services Appropriation - \$34,460:

\$34,460 will be appropriated to the Department of Procurement Services to address critical staffing needed for the increase in workload.

Department of Public Works Appropriation - \$1,203,368:

\$1,203,368 will be appropriated to the Department of Public Works for increased temp service/overtime expenses, rising costs of utilities and vehicle maintenance/repair due to inflation, purchase of additional supercans to accommodate the growing population, and purchase of an outdoor lighting system for City

Hall.

Other Non-Departmental Appropriation - \$7,046,612:

These remaining balances shall not revert to the fund balance at the end of the fiscal year but shall be carried forward on the books of the Director of Finance and reappropriated in the succeeding year and made available to support these efforts in the next fiscal year.

\$1,750,000 for assignment to a special reserve for Revolving Land Acquisition.

The Revolving Land Acquisition reserve would be used primarily for major developments. Land acquired and subsequently resold would be credited to a new special revenue fund creating a perpetual self-sustaining acquisition fund. For example, proceeds from sale of city-owned land would be deposited in the fund and be used at a later date for land purchases related to future development.

\$1,796,612 for assignment to a special reserve for the purpose of funding unfunded liabilities/unassigned fund balance.

\$3,500,000 to provide a five-percent one-time bonus to be granted effective July 1, 2023, to City of Richmond retirees who have been retired for one year at that time.

RECOMMENDATION: The City Administration recommends adoption.

BACKGROUND: As part of the "Well-managed Government" strategy, the Administration is recommending amendments to align agency budgets more closely with their projected expenditures. In previous years, similar 3rd quarter re-appropriation papers were introduced and adopted to adjust various agencies' budgets. Even after the adoption of this ordinance, it should be noted that there is still a possibility that changes in expenditure patterns or unforeseen events could result in additional variances.

FISCAL IMPACT / COST:

- If adopted: The City will be able to utilize \$18,215,420 in additional funding.
- If not adopted: The spending authority for these funds will not be established and services levels will need to be modified.

FISCAL IMPLICATIONS: None.

BUDGET AMENDMENT NECESSARY: Yes

REVENUE TO CITY: The \$18,215,420 is projected to be received by the City.

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: June 12, 2023

CITY COUNCIL PUBLIC HEARING DATE: June 26, 2023

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: N/A

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: Finance, Budget and Strategic Planning, Various Departments (please see attachment)

RELATIONSHIP TO EXISTING ORD. OR RES.: 2022-055

REQUIRED CHANGES TO WORK PROGRAM(S): N/A

ATTACHMENTS: Yes

- Attachment 1: General Fund Amendment Table

STAFF: Meghan Brown, Senior Manager

Kiara Jordan, Senior Manager

Lauren Kirk, Senior Manager

General Fund Amendment Table

Agency	FY 2023 Current Budget	Total Amendment Increase	FY 2023 Modified Budget
Culture & Recreation			
Library	6,868,433	116,975	6,985,408
Parks Rec	23,733,310	1,846,626	25,579,936
Debt			
Debt	105,207,356	-	105,207,356
Education			
RPS	200,307,625	-	200,307,625
General Government			
Assessor	5,850,172	-	5,850,172
Auditor	2,230,152	-	2,230,152
Budget	2,233,987	-	2,233,987
Chief Admin Officer	925,501	250,000	1,175,501
City Attorney	4,793,631	454,560	5,248,191
City Clerk	1,196,918	-	1,196,918
City Council	1,781,568	-	1,781,568
City Treasurer	330,265	-	330,265
Citizen Service & Response	2,148,595	-	2,148,595
Council Chief of Staff	1,815,074	-	1,815,074
Econ Dev	6,661,941	155,170	6,817,111
Finance	28,252,747	326,580	28,579,327
General Registrar	4,321,331	1,020,473	5,341,804
Housing & Comm Development	20,234,090	124,929	20,359,019
Human Resources	5,970,832	-	5,970,832
Info Tech	-	-	-
Inspector General	902,510	-	902,510
Mayor's Office	1,356,513	-	1,356,513
Minority Business Development	1,084,041	316,140	1,400,181
Office of Strategic Communications & Civic Engagement	940,300	225,961	1,166,261
Office of Sustainability	1,858,088	-	1,858,088
Planning & Dev Review	14,431,048	-	14,431,048
Press Secretary	-	-	-
Procurement Serv.	1,862,398	34,460	1,896,858
Highways, Streets, Sanitation & Refuse			
Public Works	50,257,761	1,203,368	51,461,129
Human Services			
Justice Services	10,757,486	-	10,757,486
Office of DCAO/HS	4,225,109	-	4,225,109
RCHI - Health	4,633,490	-	4,633,490
Social Services	55,356,980	-	55,356,980
Office of Community Wealth Building	5,861,497	-	5,861,497
Non-Departmental			
Non-Departmental	113,136,861	-	-
New Line Item - Local Initiative Support Corporation (LISC)	-	225,000	-
Existing Line Item - Feed More Inc.	-	300,000	-
New Line Item - Retiree One-time 5% Bonus	-	3,500,000	-
New Line Item - Reserve for Unassigned Fund Balance	-	1,796,612	-
Existing Line Item - Transfer to Information Technology Internal Service Fund	-	1,000,000	-
New Line Item - Revolving Land Acquisition Special Reserve	-	1,750,000	-
Non-Departmental - Amended Sub-Total	-	-	121,708,473

General Fund Amendment Table

Agency	FY 2023 Current Budget	Total Amendment Increase	FY 2023 Modified Budget
Public Safety & Judiciary			
Animal Control	2,171,983	454,561	2,626,544
Emergency, Communications, Preparedness and Response	7,912,796	190,000	8,102,796
Fire & Emer Svcs	63,754,969	2,915,178	66,670,147
J & DR Court	255,346	-	255,346
13th District Court Services Unit	239,290	-	239,290
Jail/Sheriff	45,448,671	-	45,448,671
Judiciary - Adult Drug Ct	773,365	8,827	782,192
Judiciary - Cir Ct	4,213,813	-	4,213,813
Judiciary - CW Atty	7,714,168	-	7,714,168
Judiciary - Other	217,271	-	217,271
Police	112,507,442	-	112,507,442
Grand Total	936,736,724	18,215,420	954,952,144