Work Session Meeting Agenda
Town of Orange Community Meeting Room – 235 Warren Street
Monday, February 6, 2023

5:30 p.m. - Dinner

6:00 p.m.

1. **Call to order by Mayor Roby.**

2. **Roll Call – Town Council:**

   Mayor Martha B. Roby
   Vice-Mayor Frederick W. Sherman, Jr.
   Councilmember Jason R. Cashell
   Councilmember Jeremiah V. Pent
   Councilmember Donna Waugh-Robinson

3. **Adoption of Agenda.**

4. **Continued discussion of appointments to Boards and Committees.**

5. **FY24 Budget Work Session.**

6. **Town Council Adjournment.**

WORK SESSION SUMMARY
February 6, 2023

Continued discussion of appointments to Boards and Committees.

AGENDA ITEM: 4

SUMMARY:

- This item has been placed on the agenda for a continued discussion from the regular January 17th Town Council meeting.
- New appointments to Boards and Commissions normally take place at the time of the election of Mayor and Vice-Mayor annually.
- Currently the following appointments are available:

  -Rappahannock-Rapidan Regional Commission – Town Manager/Council Member
  -Planning Commission Ex Officio – 1 Council Member
  -Orange Downtown Alliance Board – Director of Community Development/1 Council Member
  -Orange County Board of Supervisors – 1 Council Member
  -Youth Ambassador Mentor for Just Orange – 1 Council Member
  -Orange County Economic Development Authority – Arthur Bryant

ORANGE
Sweet Living, Steady Progress

Town of Orange
Town Manager's Office

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MEMORANDUM

TO: Mayor and Council Members

FROM: Greg Woods, Town Manager

DATE: January 25, 2023

SUBJECT: **FY-2024 Draft Budget Information**

The draft budget (excluding any Capital expenditures for FY-2024 totals $9,440,769 and increases our reserves by $445,645. Capital Expenditures both ARPA and regular are being addressed separately for this draft presentation. The breakdown by fund is:

	Revenues	Expenses	Reserves
General Fund	$ 5,675,446	$ 5,398,893	$ 276,553
Capital Fund	-	-	-
Water Fund	1,531,755	1,514,154	17,601
Wastewater Fund	2,233,568	2,082,077	151,491
Total	$ 9,440,769	$ 8,995,124	$ 445,645

Without the major capital projects all funds are in the black. The availability fees from the Round Hills Meadows housing project is the major contributor for the sewer fund.

Significant impacts to this draft budget are:

Taxes & Rates:

1) All taxes and rates stay the same as FY-2023.

Revenues:

1) Revenues projected for Water & Sewer Availability Fees 30 homes in the Round Hill Meadows buildout (there are 75 lots that could be done) with an additional 5 throughout Town and includes and revenues related to the buildout.
2) Increased tax revenue by revenue increases already experiencing.
3) Increased Interest Income to reflect Town funds (excluding ARPA) at todays rates.

Expenses:

1) Personnel COLA increase of 5.0% with add'l 0.5% for under $20/hour.
2) 5% increase in health care costs. (We do not have the actual percentage change as of yet).
3) VRS changes this year. This is the second year of the charge and will not change for last year.
4) Increase LODA costs from $632 to $830 per certified Officer per VRS mandate.
5) Donations – same as last year.

Capital:

1) Not included at this time.

Other for Consideration:

1) All Departmental reviews have not been done.
2) Significant increases for Water and Sewer Plant Chemicals as well as Vehicle Fuel and Sewer Treatment Cost related to UV bulbs (32 bulbs in FY-2024 for a cost of $15K.
3) Included 100% of utility cost for the Depot. This is proposed with the understanding the County would hire a person to staff the Visitor Center. Volunteers have not been forthcoming since the COVID-19 outbreak and the center has been mostly non-operational.

Town of Orange
CASH Projections (excluding ARPA funding)
FY-2024 Budget

Fund	**General**	**Water**	**Wastewater**	**Total**
Balance as of 12/31/2022	4,172,752	661,849	(1,199,277)	3,635,324
Committed:				
Excavator	90,000			90,000
Uncommitted Balance	4,082,752	661,849	(1,199,277)	3,545,324
Less: Minimum Reserve (25% Annual Budget)	1,375,000	375,000	500,000	2,250,000
Plus: FY-2024 Budget Excess	276,553	17,601	151,491	445,645
Reserve Excess Available for Capital	2,984,305	304,450	(1,547,786)	1,740,969
Projects:				
Trash Truck	250,000			250,000
Trash Cans	103,000			103,000
Revenue Sharing (Net)	339,996			339,996
Traffic Lights Madison & Main Streets (Net)	-			-
PW Vechicle	100,000			100,000
Police Vehicles	130,000			130,000
Shooting Range Concrete (Net)	10,000			10,000
Computer Upgrades	30,000	5,000	5,000	40,000
Sound System - Public Works	25,000			25,000
Red Hills/Maddox Connector - (Engineering)	43,000			43,000
Hilltop Road - Connection Construction	300,000			300,000
Sidewalk N. Madions & Spicer's	125,000			125,000
Old Town Lot Paving	132,000			132,000
Town Car	40,000			40,000
Total Projects	1,627,996	5,000	5,000	1,637,996
Balance Excess Reserve	1,356,309	299,450	(1,552,786)	102,973

Town of Orange
ARPA Projections
FY-2024 Budget

Fund	**General**	**Water**	**Wastewater**	**Total**
ARPA Funding Received				5,287,184
Add 'l Anticipated:				400,000
Total	-	-	-	5,687,184
Less Expended (as of 11/30/22):				
Scada System			231,132	231,132
Liquid Feed System (Engineering)		86,750		86,750
Standpipe Engineering		317,015		317,015
Totals	-	403,765	231,132	634,897
Balance Unused				5,052,287
Planned Expenditures:				
Standpipe Construction		1,864,914		1,864,914
Standpipe Construction - Add 'l Costs (25%)		466,229		466,229
Standpipe Reservoir		200,000		200,000
Standpipe Generator		40,000		40,000
Standpipe Pump Station		75,000		75,000
Water Line under N&S to Macon road		150,000		150,000
Mixers ($50K*2) Macon Road and Standpipe Reservoir		100,000		100,000
Wastewater Sludge Truck (Ordered)			126,000	126,000
Fiber	500,000			500,000
Sewer Lines - Engineering:				
Greenfields Subdivision (Red Hill, Boxley & Maddox)			250,000	250,000
Houseworth Street			100,000	100,000
Brizzolara Subdivision (Glebe Road)			150,000	150,000
Liquid Feed System - Construction		500,000		500,000
Fiber between Water & Sewer Plants				-
Sewer Lines -Construction			530,145	530,145
Totals	500,000	3,396,143	1,156,145	5,052,287
Balance Remaining				-