

**Town of Bowling Green**  
**Town Council Meeting**



Date: June 7, 2018  
Agenda Item: VIII-R-2018-003  
Adoption of FY19 Budget

**TYPE OF AGENDA ITEM:**

- CONSENT AGENDA
- PRESENTATION
- ACTION ITEM
- TOWN MANAGER & STAFF COMMENTS
- PUBLIC HEARING
  - Duly Advertised

**PURPOSE OF ITEM:**

- INFORMATION ONLY
- DISCUSSION ONLY
- DISCUSSION AND/OR DECISION
  - Introduction       Resolution
  - Ordinance         Grant/MOU
  - By Motion          Bylaws
  - Certificate

**PRESENTER:** Reese Peck

**PRESENTER TITLE:** Town Manager

**AGENDA ITEM:** VIII-R-2018-012 Adoption of FY19 Budget

**BACKGROUND / SUMMARY:**

Budget for July 1, 2018 – June 30, 2019

**ATTACHMENTS:**

R-2018-003 – Adoption of FY19 Budget

**REQUESTED ACTION:**

Adopt Resolution

**FOR MORE INFORMATION, CONTACT:**

Phone#:

Name:

E-mail:

**FOR USE DURING MEETING**

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Coleman	<input type="checkbox"/>	<input type="checkbox"/>	McDearmon
<input type="checkbox"/>	<input type="checkbox"/>	Davis	<input type="checkbox"/>	<input type="checkbox"/>	Wright
<input type="checkbox"/>	<input type="checkbox"/>	Gaines	<input type="checkbox"/>	<input type="checkbox"/>	Gibson
<input type="checkbox"/>	<input type="checkbox"/>	Hauser	<input type="checkbox"/>	<input type="checkbox"/>	Satterwhite

**VOTE:**       PASSED       NOT PASSED

**Resolution 2018-003**

**TOWN COUNCIL OF BOWLING GREEN  
RESOLUTION APPROVING THE FISCAL YEAR 2018-2019  
ANNUAL FISCAL PLAN**

**WHEREAS**, THE TOWN COUNCIL OF BOWLING GREEN, VIRGINIA, HAS RECEIVED BUDGET REQUESTS FROM THE TOWNS’S OFFICERS, HEADS OF DEPARTMENTS, OFFICES, BOARDS, COMMISSIONS, AND AGENCIES FOR PREPARATION OF THE BUDGET FOR FISCAL YEAR 2018-2019;

**WHEREAS**, THE COUNCIL HAS PUBLISHED NOTICE OF THE PROPOSED BUDGET BASED ON SUCH REQUESTS, HELD A PUBLIC HEARING ON THE PROPOSAL, AND CONSIDERED THE PROPOSED BUDGET IN TERMS OF THE PUBLIC HEALTH, SAFETY, AND WELFARE;

**WHEREAS**, THE COUNCIL HAS HERETOFORE PREPARED A BUDGET FOR FISCAL YEAR 2018-2019 FOR INFORMATION AND FISCAL PLANNING ONLY; AND,

**WHEREAS**, THE COUNCIL IS NOT OBLIGATED TO APPROPRIATE OR COMMIT ALL FUNDS FOR ANY ITEMS INCLUDED IN THE PROPOSED BUDGET AND NO FUNDS MAY BE DISBURSED WITHOUT AN APPROPRIATION BY THE TOWN COUNCIL OF BOWLING GREEN;

**NOW, THEREFORE, BE IT RESOLVED**, THAT THE FISCAL YEAR 2018-2019 A REVENUE BUDGET OF \$1,827,579 AND EXPENDITURE BUDGET OF \$1,894,833 ARE ADOPTED AND THE BUDGETS OF OFFICERS, HEADS OF DEPARTMENTS, OFFICES, BOARDS, COMMISSIONS, AND AGENCIES BUDGETS ARE HEREBY APPROVED FOR THE FISCAL YEAR BEGINNING JULY 1, 2018, AND EXTENDING TO JUNE 30, 2019, FOR THE FUNCTIONS AND PURPOSES INDICATED HEREAFTER.

<b>REVENUE ESTIMATES</b>		
	<b>FUND #100 General Funds</b>	
	Real Estate	\$141,500
	Public Service	\$4,500
	Personal Property	\$36,500
	Penalty & Interest	\$4,000
	Revenue From Use Of Money	\$1,000
	Refuse Collection	\$85,000
	Sales Tax	\$30,000
	Consumer Utility Tax	\$30,000
	Business License	\$75,000
	Vehicle License & Registration Fees	\$20,650
	Bank Stock Tax	\$150,000
	Transient Occupancy Tax	\$4,500
	Meals Tax	\$210,000
	Permits, Fees And Licenses	\$1,700

	Fines and Forfeitures	\$30,400
	Rentals	\$31,100
	Other Miscellaneous Revenue	\$500
	VA Police Funding	\$23,000
	PPTRA State Reimbursement	\$22,000
	Communications Tax	\$43,000
	Special Activities Fees	\$0
	Grants	\$1,000
	VA Fire Program	\$11,000
	<b>Total General Funds</b>	<b>\$956,350</b>
	<b>Other Funds (Net of General Fund Transfers)</b>	
	<b>FUND #300 CIP</b>	\$25,000
	<b>FUND #320 Economic Development Authority (Fund Balance)</b>	\$25,000
	<b>FUND #400 Events and Activities</b>	\$39,000
	<b>FUND #420 Debt Service</b>	\$34,350
	<b>FUND #500 Water</b>	\$317,460
	<b>FUND #520 Sewer</b>	\$430,420
	<b>Total Other Funds</b>	<b>\$871,229</b>
		-
	<b>TOTAL REVENUE ESTIMATES</b>	<b>\$1,827,579</b>
	<b>EXPENDITURE ESTIMATES</b>	
	<b>FUND #100 General Funds</b>	
	Council And Manager	\$199,413
	Clerk/Treasurer	\$206,790
	Police Department	\$100,765
	Donations	\$13,000
	Public Works	\$316,775
	<b>Total Direct Expenditures</b>	<b>\$836,743</b>
	<b>GENERAL FUND TRANSFERS</b>	
	<b>FUND #300 Capital Reserve Fund</b>	\$50,000
	<b>FUND #400 Events and Activities</b>	\$52,450
	<b>FUND #420 Debt Service</b>	\$181,650
	<b>Total Transfers</b>	<b>\$284,100</b>
	<b>OTHER FUND EXPENDITURES</b>	
	<b>FUND #300 Capital Reserve Fund</b>	\$50,000
	<b>FUND #320 Economic Development Authority</b>	\$25,000
	<b>FUND #400 Events and Activities</b>	\$91,450
	<b>FUND #420 Debt Service</b>	\$216,000
	<b>FUND #500 Water Operations</b>	\$293,390
	<b>FUND #520 Sewer Operations</b>	\$382,250
	<b>Total Other Funds</b>	<b>\$1,058,090</b>

<b>TOTAL EXPENDITURE ESTIMATES (Net of Transfers)</b>		<b>\$1,894,833</b>
<b>SUMMARY</b>		
	<b>WATER FUND REVENUES</b>	\$317,460
	<b>WATER FUND EXPENSES</b>	\$293,390
	<b>Increase/Decrease in Fund Balance</b>	<b>\$24,070</b>
	<b>SEWER FUND REVENUES</b>	\$430,420
	<b>SEWER FUND EXPENSES</b>	\$382,250
	<b>Increase/Decrease in Fund Balance</b>	<b>\$48,170</b>
	<b>EDA FUND REVENUES</b>	\$0
	<b>FUND EXPENSES</b>	\$25,000
	<b>Increase/Decrease in Fund Balance</b>	<b>(\$25,000)</b>
<b>TOTAL TOWN BUDGET REVENUES (Net of Transfers)</b>		<b>\$1,827,579</b>
<b>TOTAL TOWN BUDGET NET EXPENDITURES</b>		<b>\$1,894,833</b>
<b>Beginning General Fund Unassigned Fund Balance - July 1, 2017</b>		
	<b>Projected Use of Fund Balance*</b>	(\$280,000)
<b>Ending General Fund Unassigned Fund Balance - June 30, 2018</b>		<b>\$509,763</b>
<b>Beginning General Fund Unassigned Fund Balance - July 1, 2018</b>		
	<b>Use of Fund Balance</b>	(\$67,254)
<b>Ending General Fund Unassigned Fund Balance - June 30, 2019</b>		<b>\$442,509</b>
*Includes inter-fund transfers to the water and sewer funds		

**BE IT FURTHER RESOLVED,** THAT THE APPROVAL OF THIS BUDGET SHALL NOT CONSTITUTE AN APPROPRIATION OF FUNDS.

**ORDERED THIS** THE 7<sup>TH</sup> DAY OF JUNE 2018.

**THE FOREGOING RESOLUTION** WAS DULY ADOPTED BY THE FOLLOWING

VOTE:

McDearmon  
Gaines  
Coleman  
Gibson

Wright  
Hauser  
Davis

\_\_\_\_\_  
Melissa Lewis, Town Clerk

Approved this 7<sup>th</sup> day of June, 2018  
by the Town Council of Bowling Green, Virginia

\_\_\_\_\_  
Honorable Jason E. Satterwhite, Mayor