



Office of the Town Manager
Frank Cassidy

Warrenton Town Council
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Larry Kovalik, Ward 3
Michele O'Halloran, Ward 4
Eric Gagnon, Ward 5
Paul Mooney, At Large
David McGuire, At Large

STAFF REPORT

Council Meeting Date:	January 14, 2025
Agenda Title:	Public Works Financial Overview
Requested Action:	For information only
Department / Agency Lead:	Finance Department
Staff Lead:	Brooke Campbell, Budget Manager

EXECUTIVE SUMMARY

The public works function is responsible for maintaining the Town's roads, sidewalks, cemetery, traffic signals, storm sewers, vehicle and equipment fleets, and various public facilities. The department provides curbside refuse collection twice weekly to households and limited commercial pickup as well as curbside recycling collection once a week. Also provided are brush collections, seasonal leaf collections, Christmas tree pickup, and fall and spring clean ups. The public work function captures the cost to operate six (6) departments, and their staff, as follows:

- General administration – Four (4) full-time staff
- Streets Maintenance – Eighteen full-time staff and one (1) part-time staff
- Sanitation – Six (6) full-time staff
- Fleet – Two (2) full-time staff
- Facilities Maintenance – Two (2) full-time staff
- Cemetery - Two (2) full-time staff

BACKGROUND

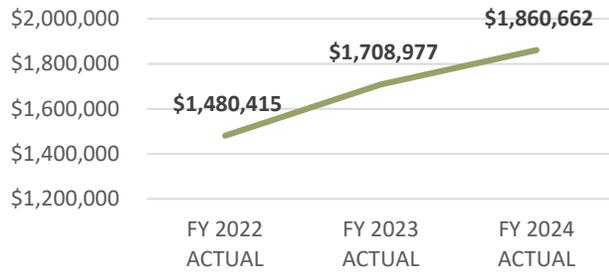
The below tables and charts provide a financial summary of the public works function.

Revenue

ACCOUNT NAME	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2024 ACTUAL	FY 2025 ADOPTED
VDOT - STREET & HWY MAINT	1,480,415	1,708,977	1,450,000	1,860,662	1,859,564
	\$ 1,480,415	\$ 1,708,977	\$ 1,450,000	\$ 1,860,662	\$ 1,859,564

Certain activities captured in the streets maintenance budget are funded through the above annual road maintenance payments from the Virginia Department of Transportation (VDOT).

Actual Revenue Trend



In FY 2023, receipts from VDOT increased 15.4% or \$228,562 over FY 2022. FY 2024 receipts from VDOT increased 8.9% or \$151,685 over FY 2023.

Revenue FY 2024 vs FY 2025



In FY 2024, the total projected receipts from VDOT were \$1,450,000. FY 2024 actual receipts totaled \$1,860,662. The FY 2025 budget projected receipts of \$1,859,564.

Expenditure

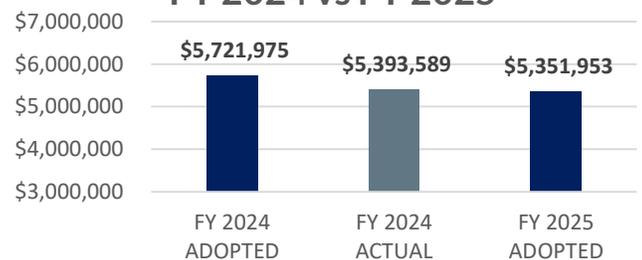
DEPARTMENT NAME	FY 2022 ACTUAL	FY 2023 ACTUAL	FY 2024 ADOPTED	FY 2024 ACTUAL	FY 2025 ADOPTED
GENERAL ADMINISTRATION	467,428	495,085	535,469	430,572	523,853
STREET MAINTENANCE	1,532,632	2,781,585	2,738,739	2,474,012	2,365,221
SANITATION	656,274	635,964	560,497	582,499	607,491
FLEET	487,873	533,862	752,302	810,917	831,288
FACILITIES	767,011	1,059,142	1,127,468	1,095,589	865,274
CEMETERY	30,734	256	7,500	-	158,826
TOTAL	\$ 3,941,952	\$ 5,505,894	\$ 5,721,975	\$ 5,393,589	\$ 5,351,953

Actual Expenditure Trend



In FY 2023, expenses increased 39.7% or \$1,563,941 over FY 2022. FY 2024 expenses decreased 2.0% or \$112,304 over FY 2023.

Expenditure FY 2024 vs FY 2025



In FY 2024, the total adopted budget for the public works function was \$5,721,975. FY 2024 expenses totaled \$5,393,589. The FY 2025 adopted budget for the function is \$5,351,953.

STAFF RECOMMENDATION

ATTACHMENTS

None.