



Town of Farmville

Town Council

September 6, 2023 at 6:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Adoption of Agenda**
4. **Declaration of Personal Interest**
5. **Finance Report**
 - a. Monthly Financial Report provided by Finance Director Julie Moore
6. **Discussion of Amending FY2023-2024 Classification and Compensation Plan**
 - a. Amended FY24 Pay and Classification Plan
7. **Overview of Ordinances for Automobile Graveyards, Automobile Repair Shops, and Abandoned Vehicles**

Chapter 13 Junkyards, Car Lots and Automobile Graveyards

 - a. Automobile Repair Service
Sec. 15-70. Open Storage of Inoperative Vehicles
8. **Overview of Ordinance on refuse container**
 - a. Sec. 22-25. Placement of containers at collection site and removal of same therefrom
9. **Discussion of an Ordinance for Revenue Share for Solar Energy Projects**
 - a. Article IX. Revenue Share for Solar Energy Projects
10. **River Walk Phase II Project**
 - a. Resolution No. 2023-09-01
11. **PSAP Staffing Recognition Grant**
 - a. Report provided by Chief Andy Ellington and Communications Manager Crystal Barton
12. **Town Manager's Report**
13. **Comments by Mayor and Town Council**
14. **Closed Session**
 - a. 2.2-3711(A)(1) Discussion of Performance of the Town Manager



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 5.a. – Monthly Financial Report provided by Finance Director Julie Moore

BACKGROUND:

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Revenue Report - July 23
2. Salary Report - July 2023
3. Expense - CY vs PY All Funds
4. Expense - Dept - CY vs PY
5. Expense - YTD vs Budget All Funds
6. Expenses - Dept - YTD vs Budget
7. Revenue - CY vs PY All Funds
8. Revenue - GF CY vs PY
9. Revenue - GF YTD vs Budget
10. Revenue - YTD vs Budget All Funds

Account Range: First to Last Include Zero Activity Accounts: No
Current Date Range: 07/01/23 to 07/31/23 Year To Date As Of: 07/31/23

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1101-0001	CURRENT REAL PROP TAXES	233.48	233.48	810,000.00	0.03
10-1102-0001	CURRENT PUBLIC SERVICE CORP TA	0.00	0.00	62,590.00	0.00
10-1103-0001	CURRENT PERSONAL PROPERTY TAX	121.50	121.50	273,030.00	0.04
10-1106-0001	PENALTIES-TAXES	271.19	271.19	1,500.00	18.08
10-1106-0002	INTEREST-TAXES	1,597.44	1,597.44	1,500.00	106.50
10-1106-0003	PENALTY-PP TAX	12.15	12.15	500.00	2.43
10-1106-0004	INTEREST-PP TAX	2.23	2.23	15.00	14.87
10-1107-0001	DELINQUENT TAXES	2,990.62	2,990.62	5,000.00	59.81
10-1200-0001	CONSUMPTION TAX	0.00	0.00	26,000.00	0.00
10-1201-0001	SALES TAX	0.00	0.00	450,000.00	0.00
10-1202-0001	UTILITY TAX	0.00	0.00	360,000.00	0.00
10-1203-0001	BUSINESS LICENSE TAX	1,055.66	1,055.66	1,525,000.00	0.07
10-1203-0099	PENALTY-BUSINESS LICENSES	0.00	0.00	5,000.00	0.00
10-1204-0001	BANK FRANCHISE TAXES	0.00	0.00	235,000.00	0.00
10-1204-0004	RIGHT OF WAY ACCESS FEE	0.00	0.00	16,000.00	0.00
10-1205-0001	MOTOR VEHICLE LICENSES	902.48	902.48	75,000.00	1.20
10-1206-0001	COMMUNICATION SALES & USE TAX	0.00	0.00	360,000.00	0.00
10-1210-0001	LODGING TAX	74,219.99	74,219.99	750,000.00	9.90
10-1211-0001	FOOD TAX	294,861.90	294,861.90	3,625,000.00	8.13

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1211-0099	PENALTY/INT-FOOD/LODGING TAX	23.56	23.56	2,000.00	1.18
10-1220-0001	SANITATION FEE	32,503.82	32,503.82	390,000.00	8.33
10-1301-0001	FERN BEAUTIFICATION PROJECT	0.00	0.00	2,500.00	0.00
10-1302-0002	BRANCH OUT TREE PROGRAM	0.00	0.00	5,000.00	0.00
10-1303-0005	VARIANCE FEE	0.00	0.00	250.00	0.00
10-1303-0006	CONDITIONAL-USE-PERMITS	0.00	0.00	500.00	0.00
10-1303-0007	ZONING & RE-ZONING FEES	150.00	150.00	1,000.00	15.00
10-1303-0008	BUILDING PERMITS	1,275.00	1,275.00	30,000.00	4.25
10-1303-0009	SURVEYOR-SITE INSPEC-E&S,RENTAL EQUIP	200.00	200.00	500.00	40.00
10-1303-0010	PARTY BIKE PERMIT	0.00	0.00	365.00	0.00
10-1303-0020	STATE SURCHRG-BLDG PERMIT FEE	25.50	25.50	500.00	5.10
10-1303-0031	FITNESS PROGRAM REVENUE	0.00	0.00	200.00	0.00
10-1303-0032	KARATE PROGRAM REVENUE	230.00	230.00	800.00	28.75
10-1303-0033	PICKLEBALL PROGRAM REVENUE	0.00	0.00	500.00	0.00
10-1303-0071	FOOTBALL PROGRAM REVENUE	950.00	950.00	15,000.00	6.33
10-1303-0072	SOFTBALL PROGRAM REVENUE	0.00	0.00	1,500.00	0.00
10-1303-0073	SUMMER CAMP REVENUE	730.00	730.00	12,000.00	6.08
10-1303-0077	SPONSORSHIP-JINGLE BELL RUN	0.00	0.00	1,500.00	0.00
10-1303-0078	REGISTRATION FEE-JINGLE BELL R	0.00	0.00	2,000.00	0.00
10-1303-0079	REVENUE-ADULT BASKETBALL LEAGU	0.00	0.00	2,000.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1304-0001	SUBDIVISION EXAMINATION FEES	0.00	0.00	50.00	0.00
10-1307-0001	PLAN REVIEW-BLDG INSPECTOR	0.00	0.00	500.00	0.00
10-1307-0002	CERTIFICATE OF OCCUPANCY-BLDG	0.00	0.00	100.00	0.00
10-1308-0001	FINGERPRINT FEE	0.00	0.00	20.00	0.00
10-1309-0001	SURVEYOR-PLAN REVIEW	0.00	0.00	500.00	0.00
10-1311-0001	BURN PERMIT	0.00	0.00	400.00	0.00
10-1401-0001	COURT FINES & COSTS	0.00	0.00	65,000.00	0.00
10-1401-0002	PARKING FINES	674.76	674.76	20,000.00	3.37
10-1401-0004	LIENS ON REAL ESTATE	70.00	70.00	500.00	14.00
10-1402-0003	E-CITATION	0.00	0.00	5,000.00	0.00
10-1501-0001	INTEREST-REPO	16,359.84	16,359.84	9,000.00	181.78
10-1501-0002	INT-BENCHMARK-ARPA-COVID-RESTRICTED	0.00	0.00	100,000.00	0.00
10-1501-0003	INTEREST-MEDICAL COMPENSATION	811.42	811.42	70,172.12	1.16
10-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	44.14	44.14	100.00	44.14
10-1501-0006	INTEREST-MM-BENCHMARK-E911	10.20	10.20	600.00	1.70
10-1501-0013	INTEREST-SET ASIDE ACCOUNT	18,363.60	18,363.60	20,000.00	91.82
10-1501-0015	INTEREST-E911 RESERVE	1,392.48	1,392.48	250.00	556.99
10-1501-0021	INT-CK ACCT-BENCHMARK-E-CITATION	2.92	2.92	30.00	9.73
10-1501-0072	INT-CHECKING-BENCHMARK-GOLF	29,861.18	29,861.18	15,000.00	199.07
10-1502-0001	RENT-BURN BUILDING	0.00	0.00	500.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1502-0002	RENT-WILCK LAKE	0.00	0.00	2,500.00	0.00
10-1502-0005	SALE OF FIXED ASSETS	6,514.40	6,514.40	15,000.00	43.43
10-1502-0006	SALE OF MATERIAL	0.00	0.00	1,500.00	0.00
10-1502-0008	SALE OF COPIES	179.00	179.00	500.00	35.80
10-1502-0009	CEMETERY LOTS	4,800.00	4,800.00	10,000.00	48.00
10-1502-0010	SALE OF POSTAGE	0.63	0.63	25.00	2.52
10-1502-0011	SALE OF ROLL OUT CARTS	0.00	0.00	1,000.00	0.00
10-1502-0012	RENT-TRAIN STATION	1,750.00	1,750.00	12,000.00	14.58
10-1502-0013	RENT-PARKING-VENABLE ST	225.00	225.00	2,520.00	8.93
10-1502-0014	RENT-TOWN PKG-NORTH ST	0.00	0.00	300.00	0.00
10-1502-0018	LEASE-SOUTH ST CONF-FIRE PROG	1,279.42	1,279.42	15,353.00	8.33
10-1502-0019	LEASE-REVENUE-SOLAR POWER	0.00	0.00	6,000.00	0.00
10-1502-0020	RENT-RIVERFRONT PARK	0.00	0.00	250.00	0.00
10-1502-0021	FARMER'S MARKET REVENUE	420.00	420.00	1,200.00	35.00
10-1502-0024	RENT-SPORTS ARENA	0.00	0.00	12,500.00	0.00
10-1502-0025	RENT-PROB/PAROLE BLDG	3,970.79	3,970.79	46,288.00	8.58
10-1502-0026	RENT-BALL FIELD-SPORTS ARENA	0.00	0.00	1,000.00	0.00
10-1502-0031	PARKING MUNICIPAL LOT	1,042.10	1,042.10	8,000.00	13.03
10-1502-0033	PARKING FARMERS MARKET	0.00	0.00	720.00	0.00
10-1607-0001	PARKING METERS-HIGH ST	448.18	448.18	12,000.00	3.73

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1607-0003	PARKING METERS-MAIN ST	1,770.84	1,770.84	24,000.00	7.38
10-1610-0001	RENTAL PARKING SPACES	1,560.00	1,560.00	5,000.00	31.20
10-1620-0001	RESIDENTAL PARKING	215.00	215.00	2,000.00	10.75
10-1620-0002	LONGWOOD STREETS	0.00	0.00	35,000.00	0.00
10-1620-0099	PENALTY-SANITATION FEE	536.92	536.92	5,100.00	10.53
10-1630-0001	CIGARETTE TAX	33,750.00	33,750.00	200,000.00	16.88
10-1899-0002	SALE OF SERVICE-ADMIN	100.00	100.00	1,200.00	8.33
10-1899-0004	MISC REVENUE	0.00	0.00	2.00	0.00
10-1899-0005	SALE OF SERVICE-PUBLIC WORKS	0.00	0.00	5,000.00	0.00
10-1899-0006	SALE OF SERVICE-GRAVE OPENINGS	1,300.00	1,300.00	19,000.00	6.84
10-1899-0007	SALE OF SERVICE-DUMP TK	0.00	0.00	500.00	0.00
10-1899-0010	SERVICE CHARGE-BAD CHECKS-A/R	0.00	0.00	300.00	0.00
10-1899-0012	RECREATION DEPT DONATION	0.00	0.00	5,000.00	0.00
10-1899-0014	SALE OF SER-DISPATCH-HAMPDEN S	0.00	0.00	6,000.00	0.00
10-1899-0017	SALE OF SER-FALSE BURG ALARM	275.00	275.00	0.00	0.00
10-1899-0035	SALE OF SERVICE-LIBRARY MAINT	0.00	0.00	600.00	0.00
10-1899-0097	DONATIONS-FOURTH OF JULY CELEBRATION	0.00	0.00	16,172.89	0.00
10-1900-0030	ICA PER DIEM	0.00	0.00	160,000.00	0.00
10-1901-0003	AMINISTRATIVE SERV-FUND 15	24,702.47	24,702.47	230,000.00	10.74
10-1901-0004	REIMB-FUND 10-ADMIN SERV	12,960.16	12,960.16	160,000.00	8.10

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1901-0005	RECOVERY-JURY DUTY FEES	344.36	344.36	500.00	68.87
10-1901-0010	RECOVERY-VML INS-DAMAGE VEHICLES/PROP	1,558.89	1,558.89	50,000.00	3.12
10-1902-0001	DAMAGE TO TOWN PROPERTY	0.00	0.00	5,000.00	0.00
10-1903-0001	REFUNDS - CO-OPS	0.00	0.00	600.00	0.00
10-2201-0003	ROLLING STOCK TAXES	118.49	118.49	200.00	59.25
10-2201-0005	MOBILE HOME TITLING TAX	0.00	0.00	1,200.00	0.00
10-2201-0006	CAR RENTAL TAX	0.00	0.00	50,000.00	0.00
10-2401-0029	GRANT-DISPATCH-VDEM	0.00	0.00	4,000.00	0.00
10-2402-0001	WIRELESS	0.00	0.00	112,000.00	0.00
10-2404-0007	LITTER & RECYCLING GRANT	0.00	0.00	2,500.00	0.00
10-2404-0010	AID TO LAW ENFORCEMENT	0.00	0.00	204,000.00	0.00
10-2404-0032	GRANT-VML-SAFETY	0.00	0.00	4,200.00	0.00
10-2405-0004	MARKETING/TOURISM LOCAL REVENU	0.00	0.00	2,000.00	0.00
10-2502-0009	GRANT-BYRNE-2022	0.00	0.00	2,500.00	0.00
10-2502-0012	SPEED GRANT-2023	0.00	0.00	21,000.00	0.00
10-2502-0013	ALCOHOL GRANT-2023	0.00	0.00	23,400.00	0.00
10-2502-0014	SPEED GRANT-2023 EQUIPMENT	0.00	0.00	5,250.00	0.00
10-2502-0015	GRANT-BYRNE-2023	0.00	0.00	4,200.00	0.00
10-2502-0016	GRANT-BYRNE 2021	0.00	0.00	4,200.00	0.00
10-2504-0002	GRANT-EMERGENCY MGNT-FED	0.00	0.00	12,180.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-2504-0020	GRANT-BULLETPROOF VEST-FED	0.00	0.00	3,700.00	0.00
10-2510-0008	LAW ENFORCEMENT EQUIPMENT ARPA GRANT	0.00	0.00	217,000.00	0.00
10-4104-0004	INSURANCE RECOVERIES-RETIREMEN	4,171.92	4,171.92	0.00	0.00
10-4104-0008	FROM FIDA-BOND PYMT-2012 ISSUE	0.00	0.00	46,478.27	0.00
10-4104-0011	FROM PE CO-BOND PYMT-'12 ISSUE	0.00	0.00	226,299.28	0.00
10-4104-0015	FM LIBRARY-APPROP LEASE RENT	180,000.00	180,000.00	180,000.00	100.00
10-4104-0016	FM CKING-MEDICAL COMPENSATION BENEFIT	0.00	0.00	250,000.00	0.00
10-4104-0018	FM SETASIDE ACCT-BONDS	0.00	0.00	1,276,043.76	0.00
10-4104-0022	LEASE PROCEEDS	0.00	0.00	464,000.00	0.00
10-4107-0004	FM-PE CO-INstant ALERT	0.00	0.00	4,202.00	0.00
10-4107-0006	FM-LONGWOOD-DISPATCH SERV	0.00	0.00	350,000.00	0.00
10-4113-0004	FROM FARMVILLE FIRE DEPT-PAYME	0.00	0.00	35,000.00	0.00
10-4120-0001	TDFP GAP FINANCING-WEYANOKE	0.00	0.00	62,000.00	0.00
10-4120-0002	TROF REPAYMENT-WEYANOKE	0.00	0.00	5,592.90	0.00
10-5101-0005	TRANS FROM SEWER FUND	0.00	0.00	466,491.35	0.00
Anticipated Total		763,940.63	763,940.63	14,476,240.57	5.28
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		763,940.63	763,940.63	14,476,240.57	5.28
15-2404-0007	HIGHWAY FUNDS	0.00	0.00	1,886,000.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
Anticipated Total		0.00	0.00	1,886,000.00	0.00
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		0.00	0.00	1,886,000.00	0.00
40-1501-0001	Interest - Unrestricted	4,585.15	4,585.15	531.97	861.92
40-1502-0007	LEASE-JACKSON HTS WATER TANK	2,323.20	2,323.20	30,878.00	7.52
40-1502-0009	LEASE-ANDREWS DR WATER TANK	3,372.37	3,372.37	40,468.44	8.33
40-1620-0001	WATER SERVICE	140,632.54	140,632.54	1,881,306.80	7.48
40-1620-0002	WATER TAPS	0.00	0.00	60,000.00	0.00
40-1620-0003	SURCHARGE-MULTIPLE METERS	7,702.00	7,702.00	93,000.00	8.28
40-1620-0004	SALE OF WATER	319.50	319.50	10,000.00	3.20
40-1620-0099	PENALTY-WATER SERVICE	1,545.22	1,545.22	18,000.00	8.58
40-1899-0010	SERVICE CHARGES	1,260.00	1,260.00	10,000.00	12.60
40-1899-0011	SERVICE CRG-BAD CHECK	350.00	350.00	0.00	0.00
40-1899-0012	SALE OF SERVICE-TESTING	1,880.00	1,880.00	10,000.00	18.80
40-2510-0007	ARPA REVENUE RECOGNIZED	0.00	0.00	1,666,000.00	0.00
40-4102-0001	FM PE CO-APPOMATTOX RIVER-USGS	0.00	0.00	8,240.00	0.00
Anticipated Total		163,969.98	163,969.98	3,828,425.21	4.28
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		163,969.98	163,969.98	3,828,425.21	4.28
42-1501-0001	Interest - Unrestricted	4,585.15	4,585.15	531.97	861.92

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
42-1620-0099	PENALTY-SEWER SERVICE	1,792.93	1,792.93	17,500.00	10.25
42-1630-0001	SEWER SERVICE	165,050.18	165,050.18	2,222,268.66	7.43
42-1630-0002	SEWER TAPS	0.00	0.00	75,000.00	0.00
42-1899-0012	SALE OF SERVICE-LEACHATE-CUMBERLAND	0.00	0.00	25,000.00	0.00
42-1899-0013	SALE OF SERVICE-SEWER TREAT	1,800.00	1,800.00	10,000.00	18.00
42-2404-0005	VML SAFETY GRANT	0.00	0.00	2,000.00	0.00
42-2510-0007	ARPA REVENUE RECOGNIZED	0.00	0.00	376,153.00	0.00
Anticipated Total		173,228.26	173,228.26	2,728,453.63	6.35
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		173,228.26	173,228.26	2,728,453.63	6.35
44-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	0.00	0.00	5.00	0.00
44-1502-0005	SALE OF FIXED ASSETS	13,100.00	13,100.00	0.00	0.00
44-1520-0001	PASSENGER FARES	757.95	757.95	8,700.00	8.71
44-1521-0002	CONTRIBUTION-LONGWOOD [1500]	89,400.00	89,400.00	178,800.00	50.00
44-1521-0003	CONTRIBUTION-P E COUNTY	6,250.00	6,250.00	25,000.00	25.00
44-1901-0010	RECOVERY-VML INS-VEHICLE DAMAGE	0.00	0.00	10,000.00	0.00
44-2403-0001	MISC GRANTS	0.00	0.00	10,000.00	0.00
44-2410-0003	STATE FORMULA GRANT	181,796.00	181,796.00	190,000.00	95.68
44-2414-0001	STATE GRANT-3 BUSES	0.00	0.00	48,768.00	0.00
44-2510-0001	GRANT-STATE PASS THRU-FED	0.00	0.00	375,000.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
44-2514-0001	FEDERAL GRANT-3 BUSES	0.00	0.00	243,840.00	0.00
44-4100-0050	USE OF PY FUND BALANCE	0.00	0.00	74,739.26	0.00
Anticipated Total		291,303.95	291,303.95	1,164,852.26	25.01
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		291,303.95	291,303.95	1,164,852.26	25.01
45-1501-0001	INT-CK ACCT-BENCHMARK	33.44	33.44	400.00	8.36
45-1502-0001	RENT-HANGER SPACE	0.00	0.00	6,660.00	0.00
45-1502-0002	AIRPORT MAINTENANCE FEE	0.00	0.00	2,040.00	0.00
45-1690-0001	SALE OF AV GAS	4,281.53	4,281.53	89,000.00	4.81
45-1691-0001	SALE OF JET FUEL	0.00	0.00	65,000.00	0.00
45-1899-0001	DONATIONS-PRINCE ED COUNTY	3,800.00	3,800.00	7,600.00	50.00
45-2401-0008	STATE GRANT-AWOS MAINT	0.00	0.00	3,420.00	0.00
45-2401-0013	STATE GRANT-MAINTENANCE	0.00	0.00	18,400.00	0.00
45-2401-0014	STATE GRANT-WEED KILL	0.00	0.00	1,000.00	0.00
45-2401-0055	UPDATE SWPPP	0.00	0.00	16,000.00	0.00
45-2403-0001	MISC GRANTS	0.00	0.00	50,000.00	0.00
45-2501-0054	REHAB TAXIWAY PAVEMENT	0.00	0.00	833,000.00	0.00
45-4100-0050	USE OF PY FUND BALANCE	0.00	0.00	189,429.23	0.00
Anticipated Total		8,114.97	8,114.97	1,281,949.23	0.63
Unanticipated Total		0.00	0.00	0.00	0.00

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
Fund Total		8,114.97	8,114.97	1,281,949.23	0.63
70-1501-0001	INTEREST	1.39	1.39	0.00	0.00
70-1501-0003	INT-PRNG TASK FORCE	0.27	0.27	0.00	0.00
Anticipated Total		1.66	1.66	0.00	0.00
Unanticipated Total		0.00	0.00	0.00	0.00
Fund Total		1.66	1.66	0.00	0.00
Final Total		1,400,559.45	1,400,559.45	25,365,920.90	5.52

July 2023 - Salaries

Below are the departments with explanations that are over their 1 Month Actual to Budget.

This percentage should be at 100% or below.

Actual/Budget

10-710	Salaries - Summer Camp	559.00%	Budget is allocated throughout year, but camp is only for a two month period.
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FY24 INFORMATION

Total All Funds

Expended YTD	\$532,639.64
1 Mo Budget Amt	<u>\$590,447.18</u>
	-\$57,807.54

Expended through July for Salaries is **\$57,807.54 less** than our
1 Month Budget Amount.

FY23 INFORMATION (PRIOR YEA

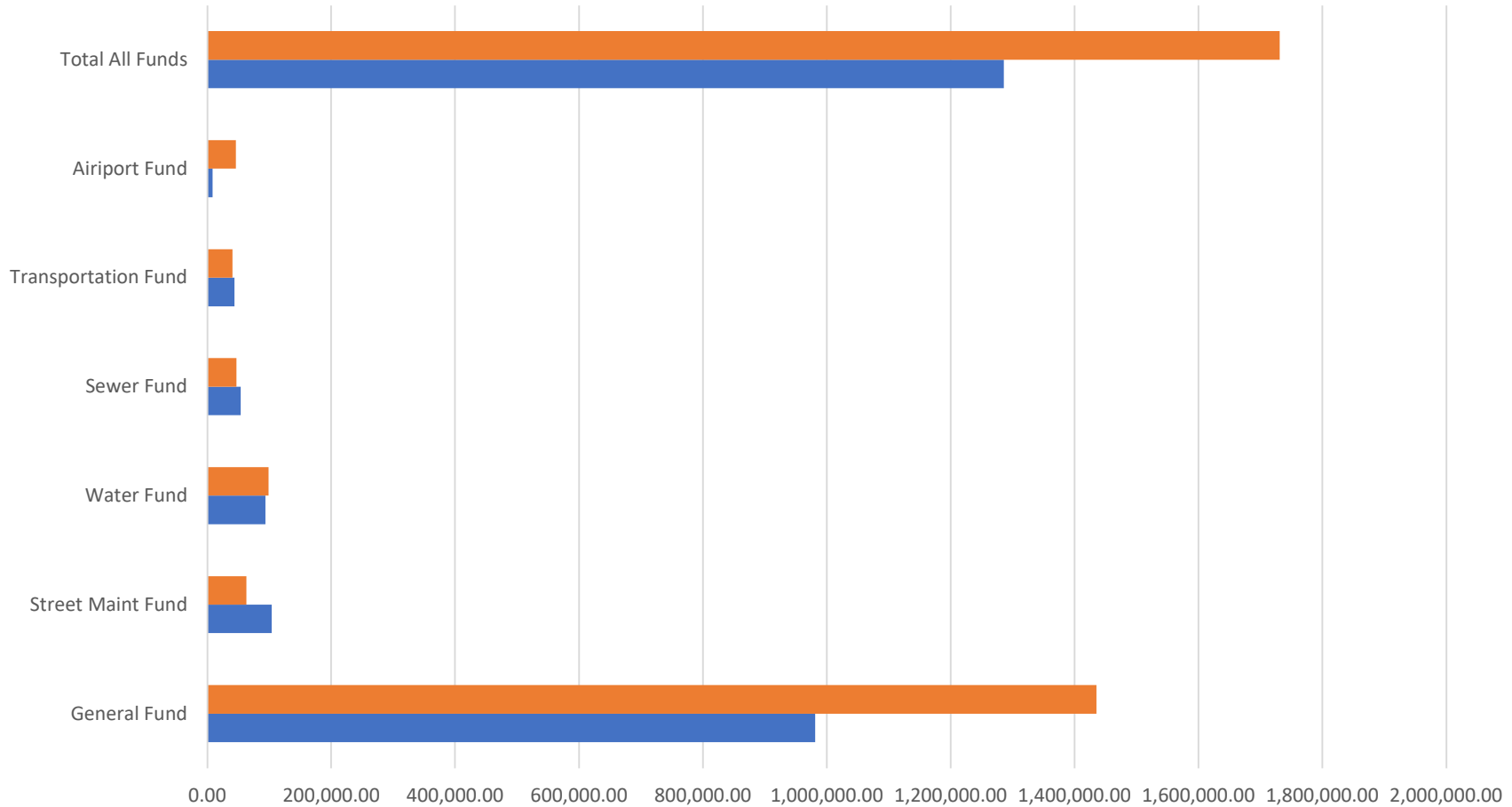
Total All Funds

Expended YTD	\$471,617.67
1 Mo Budget Amt	<u>\$523,151.80</u>
	-\$51,534.13

Expended through July for Salaries is **\$51,534.13 less** than our
1 Month Budget Amount.

There is more budgeted funds remaining in FY24 compared to FY23 due to no golf salaries. In FY23, even though golf was not budgeted we were still operating the department for the first two months of the fiscal year, which created less budget funds available.

Fund Total Expenses Current Year Vs. Prior Year - July 2023



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airiport Fund	Total All Funds
■ PY Expenses	1,435,415.23	62,955.50	99,041.56	46,933.22	40,730.74	46,231.79	1,731,308.04
■ CY Expense	981,445.98	104,050.90	94,028.43	53,826.18	44,047.85	8,553.54	1,285,952.88

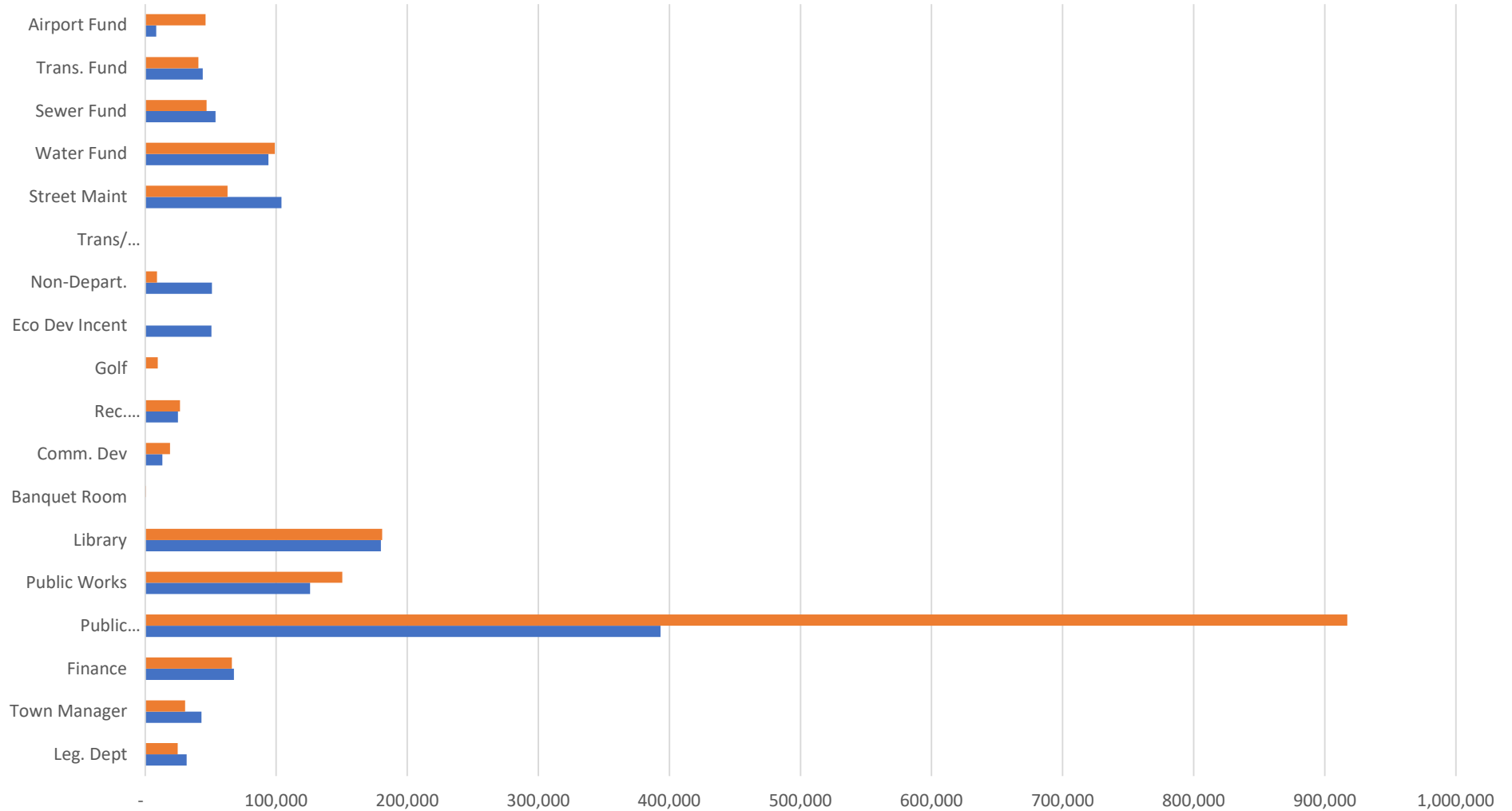
■ PY Expenses ■ CY Expense

Notes on comparisons:

General Fund: The major decline in expense is in the prior year the Dispatch radios were paid for in July, these were approximately \$600,000.

Airport Fund: In the prior year an ongoing project had expenses incurred, whereas no projects is currently occurring at the Airport currently, they are all wrapping up.

Current Year Expenses Vs. Prior Year Expenses - July 2023



■ FY23 Expense ■ FY24 Expense

Notes on comparisons:

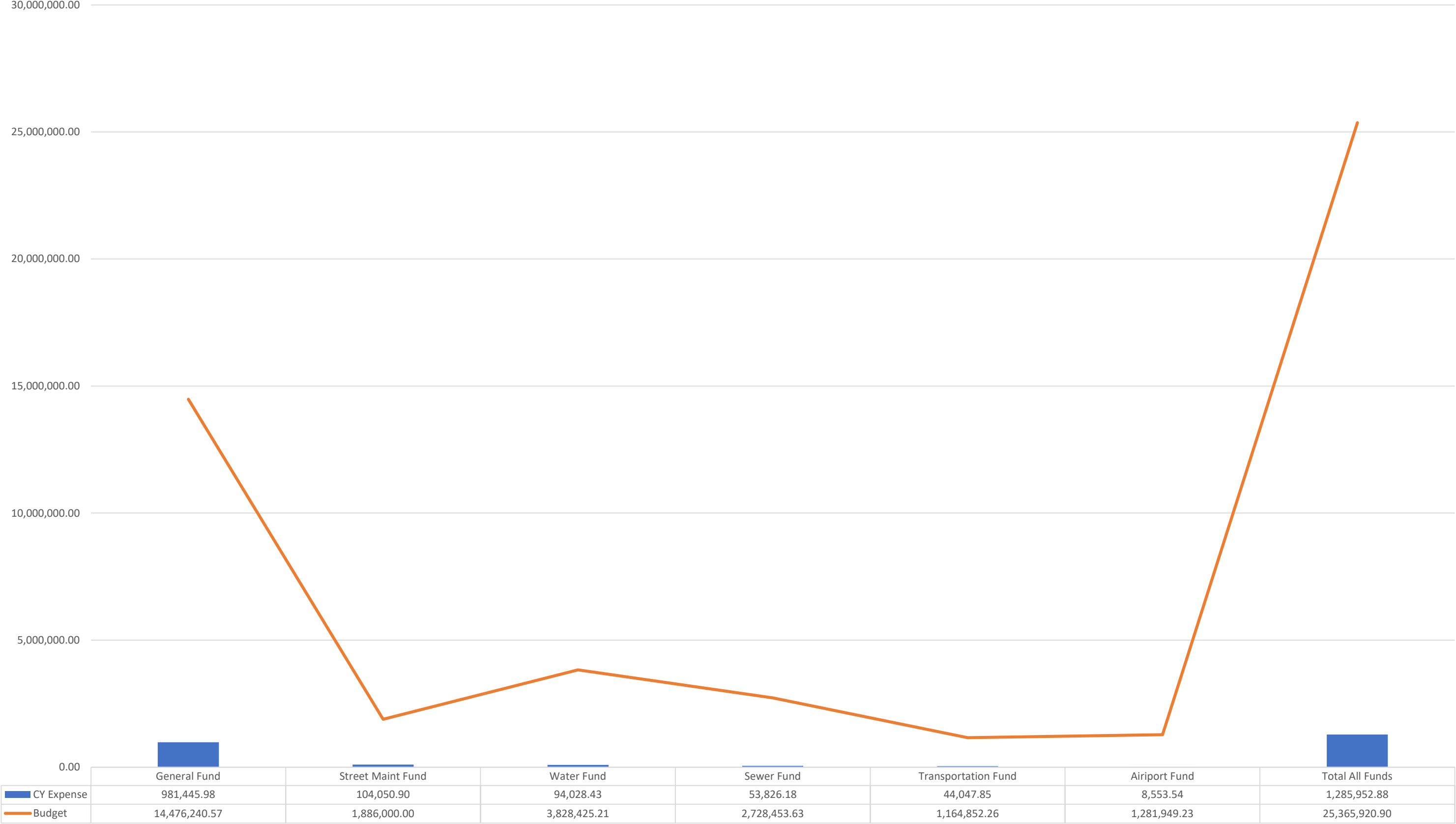
Public Safety: In the prior year the dispatch radios were paid for in July 2022. These radios cost approximately \$600,000.

Golf: The Golf Course closing mid-August 2022.

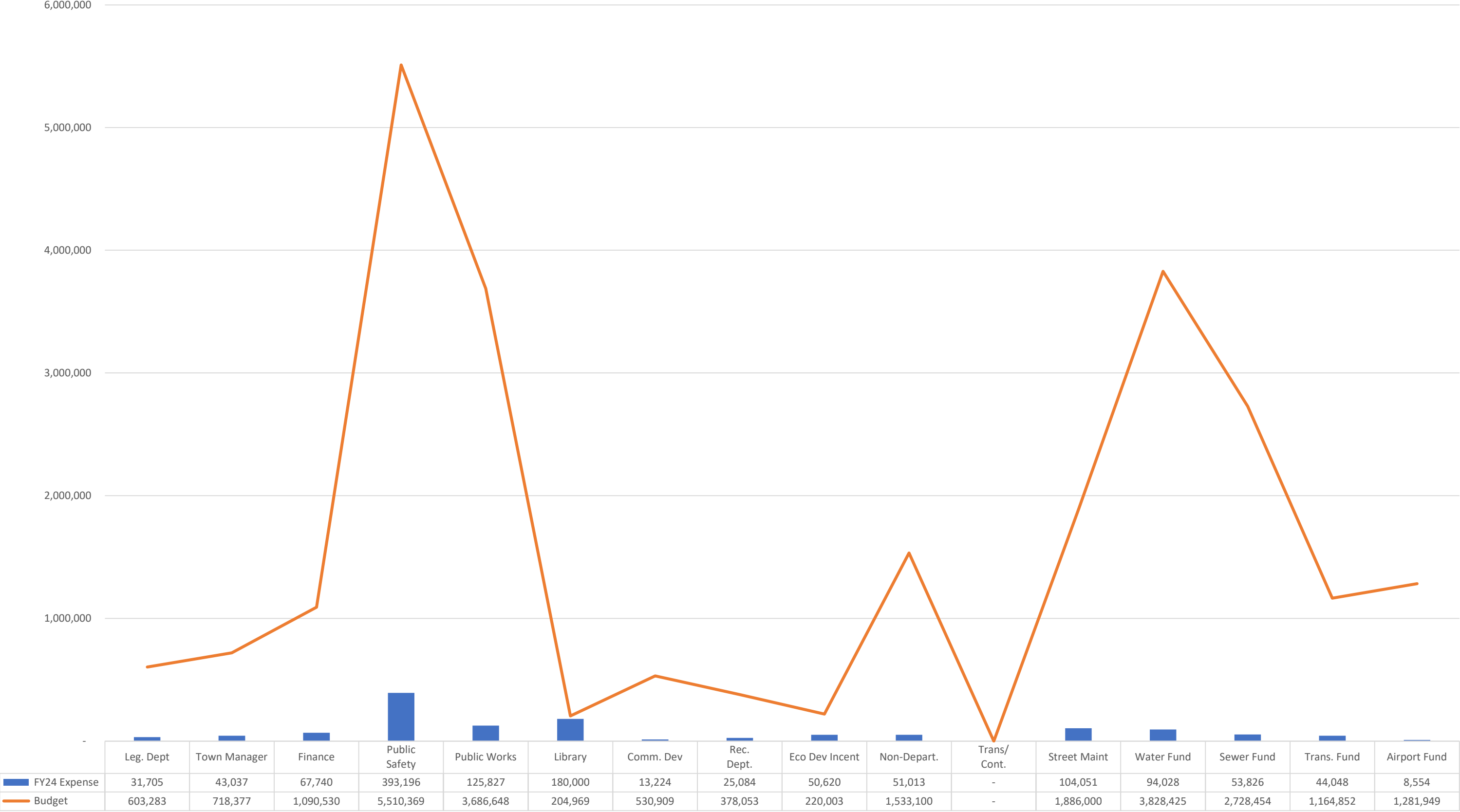
Economic Development Incentives: This is a new department for FY24, all payments to other organizations are being coded to this department whereas in the prior year these payments were being coded to various other departments.

Airport Fund: Prior year had expenses associated with an on-going project.

July 2023 YTD Expenses Vs. Budgeted - by Fund



July 2023 YTD Expenses Vs. Budgeted Expenses

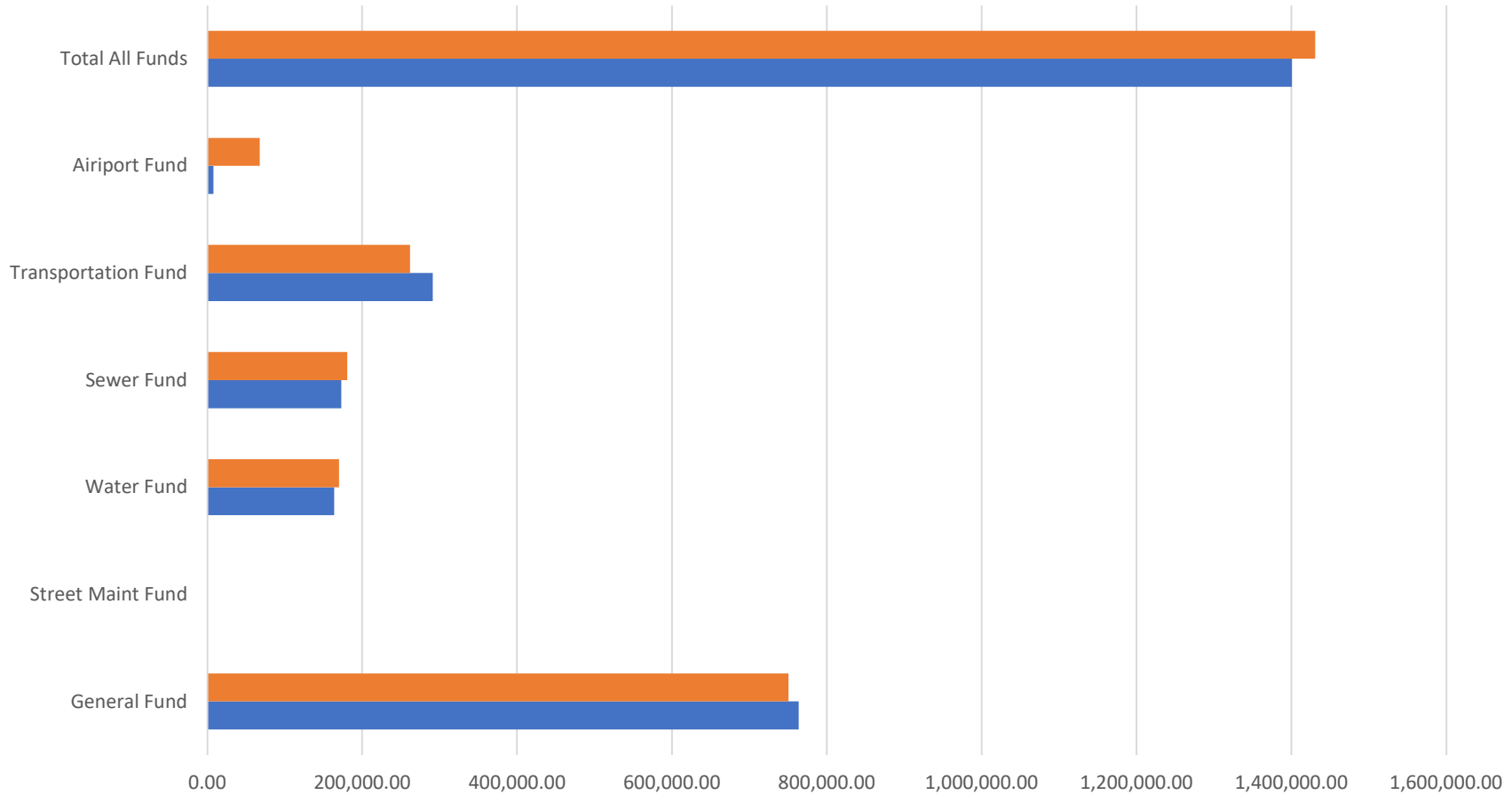


FY24 Expense Budget

Current Year Vs. Budget Notes:

All departments are below the one-month projected budget which means no department is overspending.

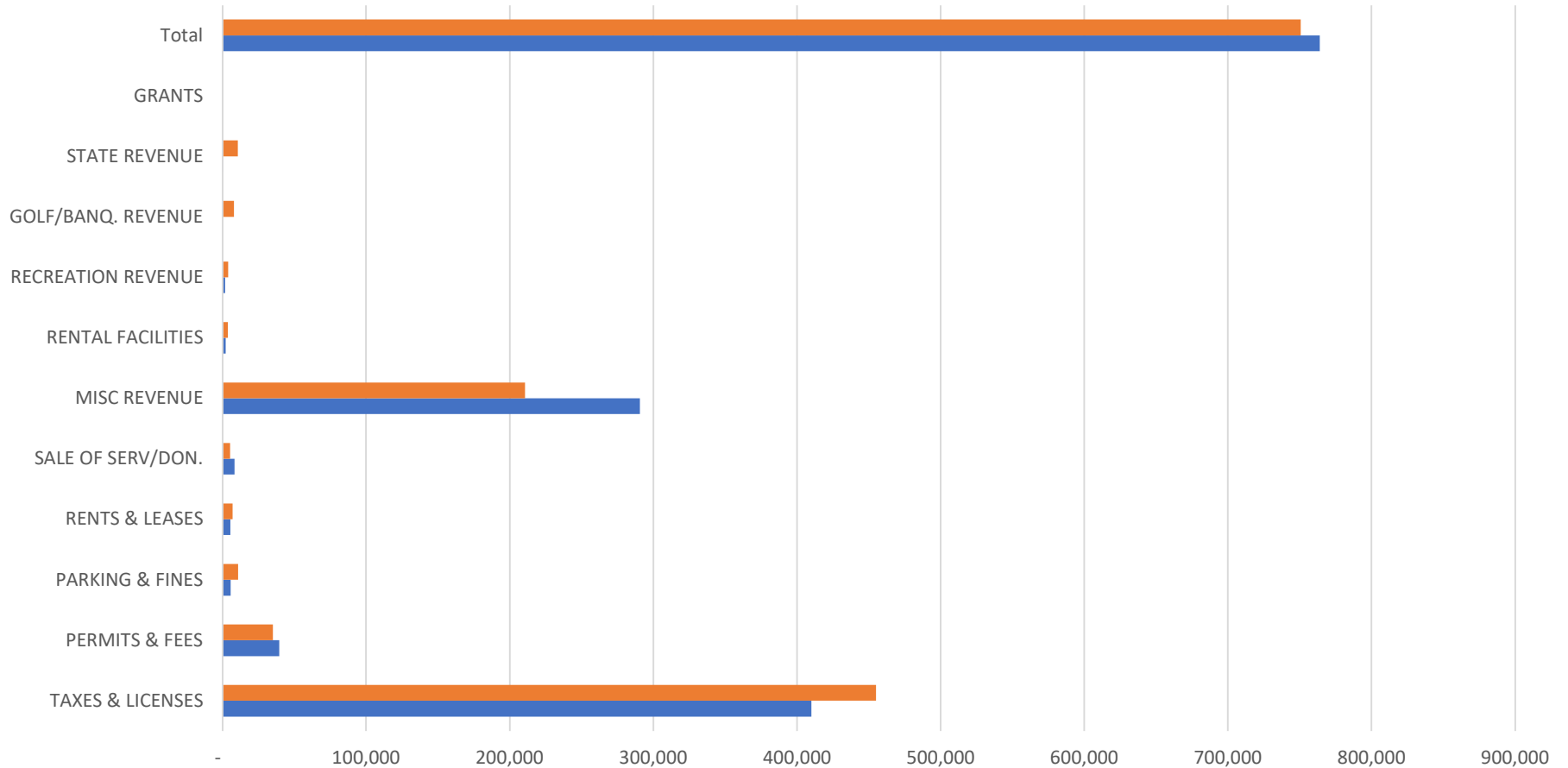
CURRENT JULY 2023 COMPARED TO PRIOR JULY 2022 YTD REVENUE



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airiport Fund	Total All Funds
■ PY YTD REVENUE	750,693.00	-	170,000.56	180,745.49	261,784.77	67,608.06	1,430,831.88
■ YTD REVENUE	763,940.63	-	163,969.98	173,228.26	291,303.95	8,114.97	1,400,557.79

■ PY YTD REVENUE ■ YTD REVENUE

GENERAL FUND REVENUE - JULY 2023 COMPARED TO JULY 2022



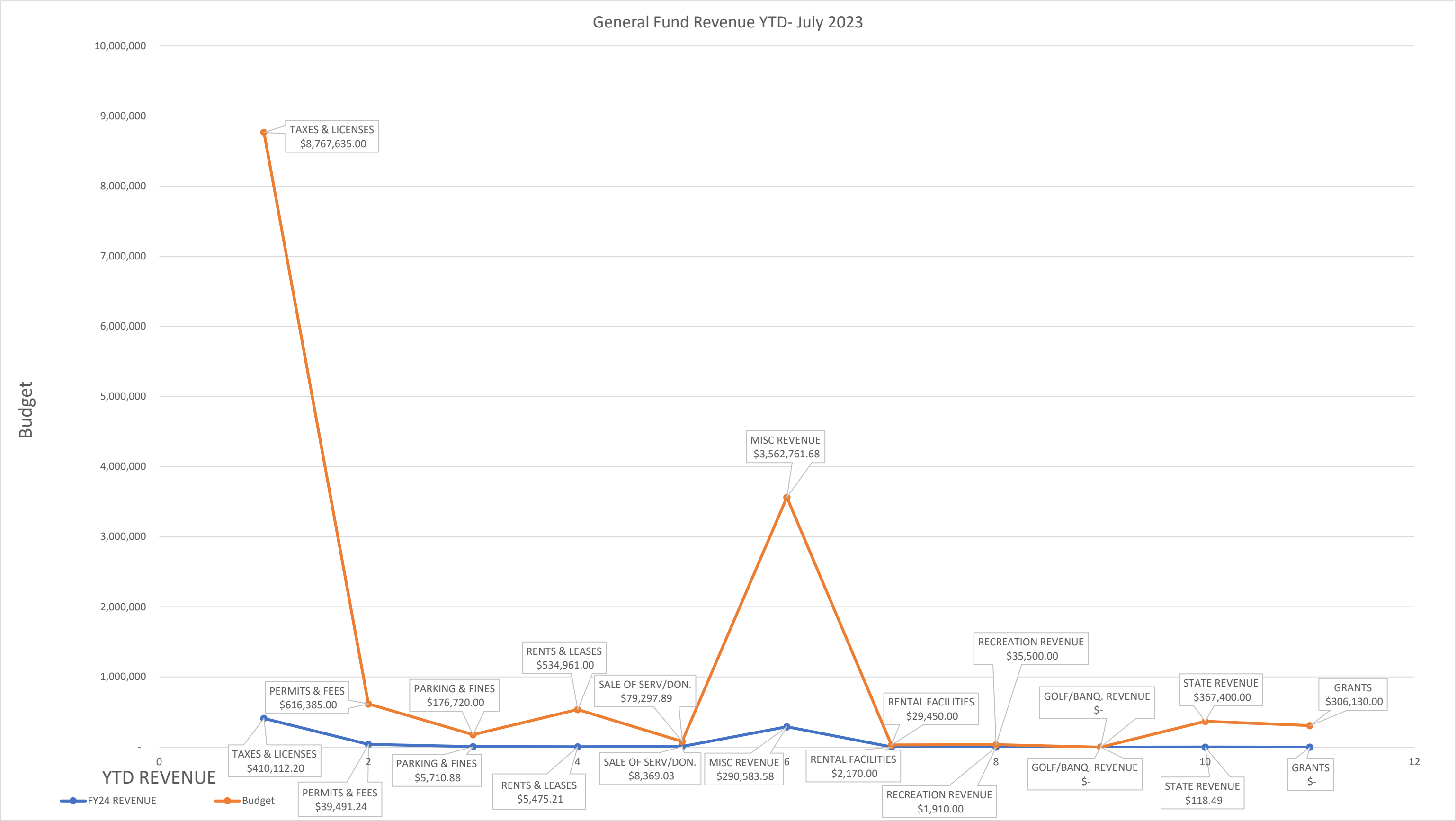
	TAXES & LICENSES	PERMITS & FEES	PARKING & FINES	RENTS & LEASES	SALE OF SERV/DON.	MISC REVENUE	RENTAL FACILITIES	RECREATION REVENUE	GOLF/BANQ. REVENUE	STATE REVENUE	GRANTS	Total
FY23 REVENUE	454,976	35,064	10,925	6,960	5,401	210,710	3,790	4,025	8,061	10,781	-	750,693
FY24 REVENUE	410,112	39,491	5,711	5,475	8,369	290,584	2,170	1,910	-	118	-	763,941

■ FY23 REVENUE ■ FY24 REVENUE

Notes on comparisons:

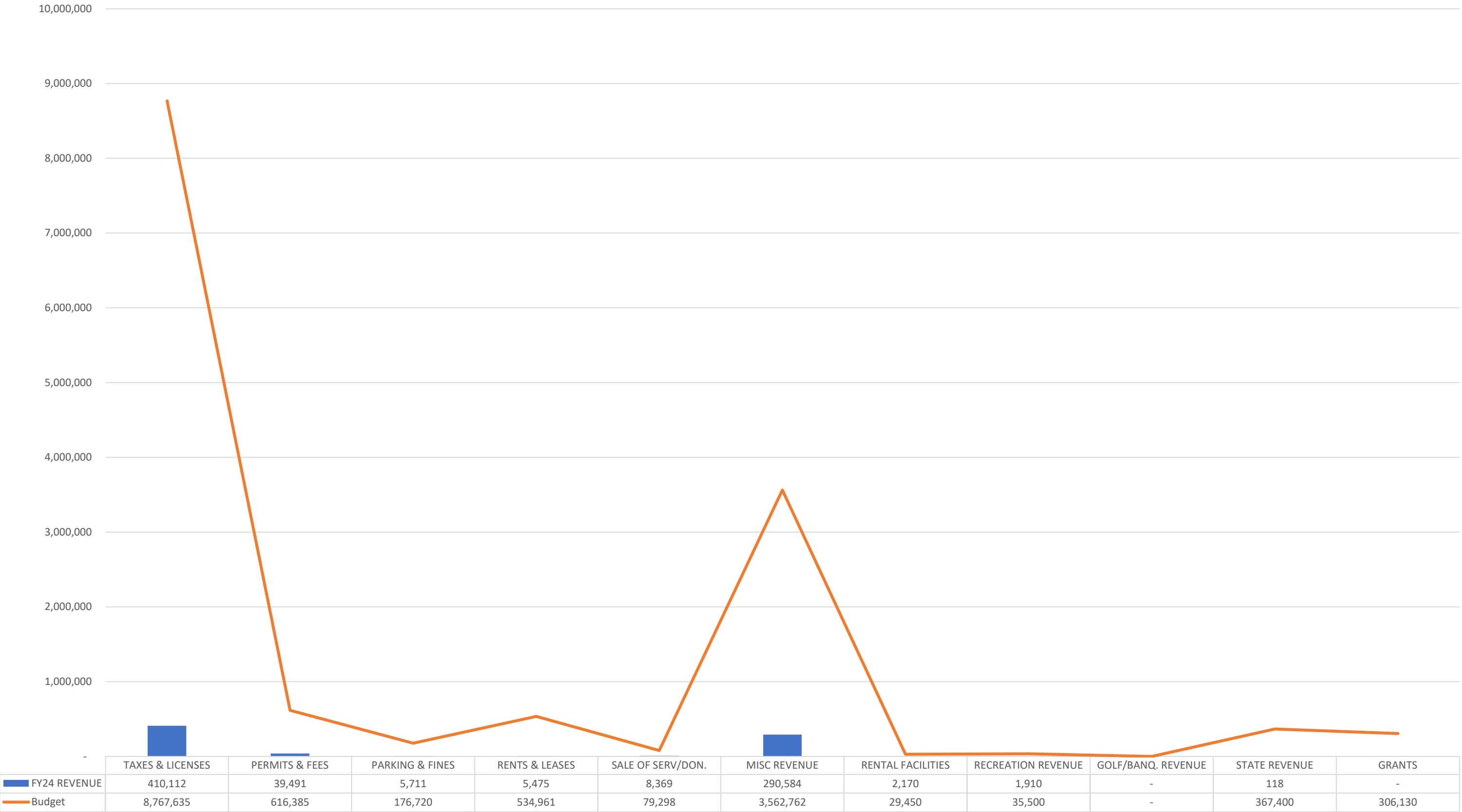
Taxes and Licenses: In prior year some taxes have been posted such as consumption, sales, communication, and use tax. These taxes come in a month to two months behind, so these amounts are currently unknown for July 2023. Once we receive the amounts from the state, we will post these revenue amounts. If these taxes were excluded from the prior year, then the total of taxes and licenses would be comparable between the two years.

Miscellaneous Revenue: Increase in miscellaneous revenue for the current year is due to the earnings we are receiving on our investments. We didn't start investing in FY23 until August.



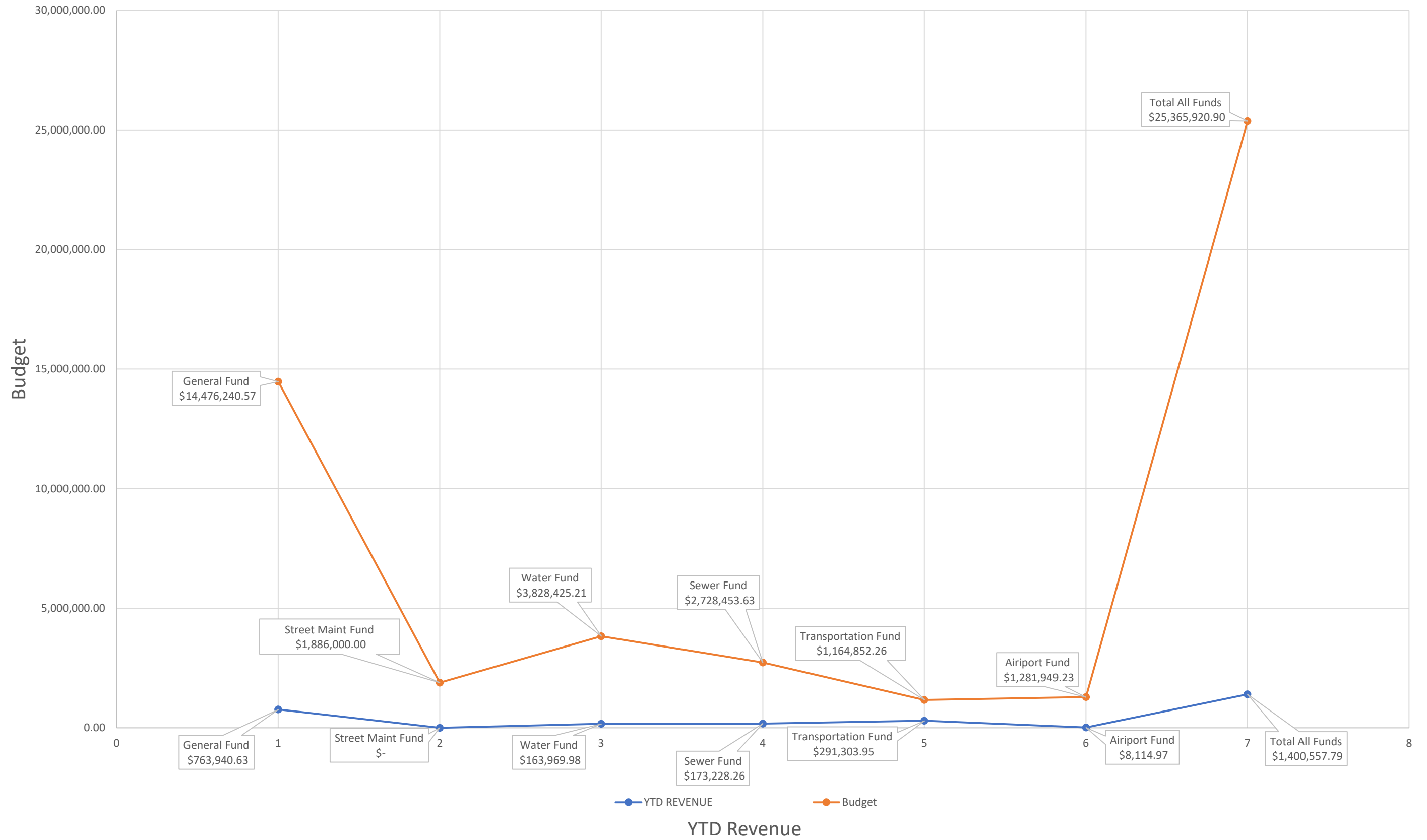
Note: All Budgeted amounts are shown above the line graph and all actual amounts are shown below the line graph.

July 2023 Actual YTD Revenue Vs. Budgeted Revenue

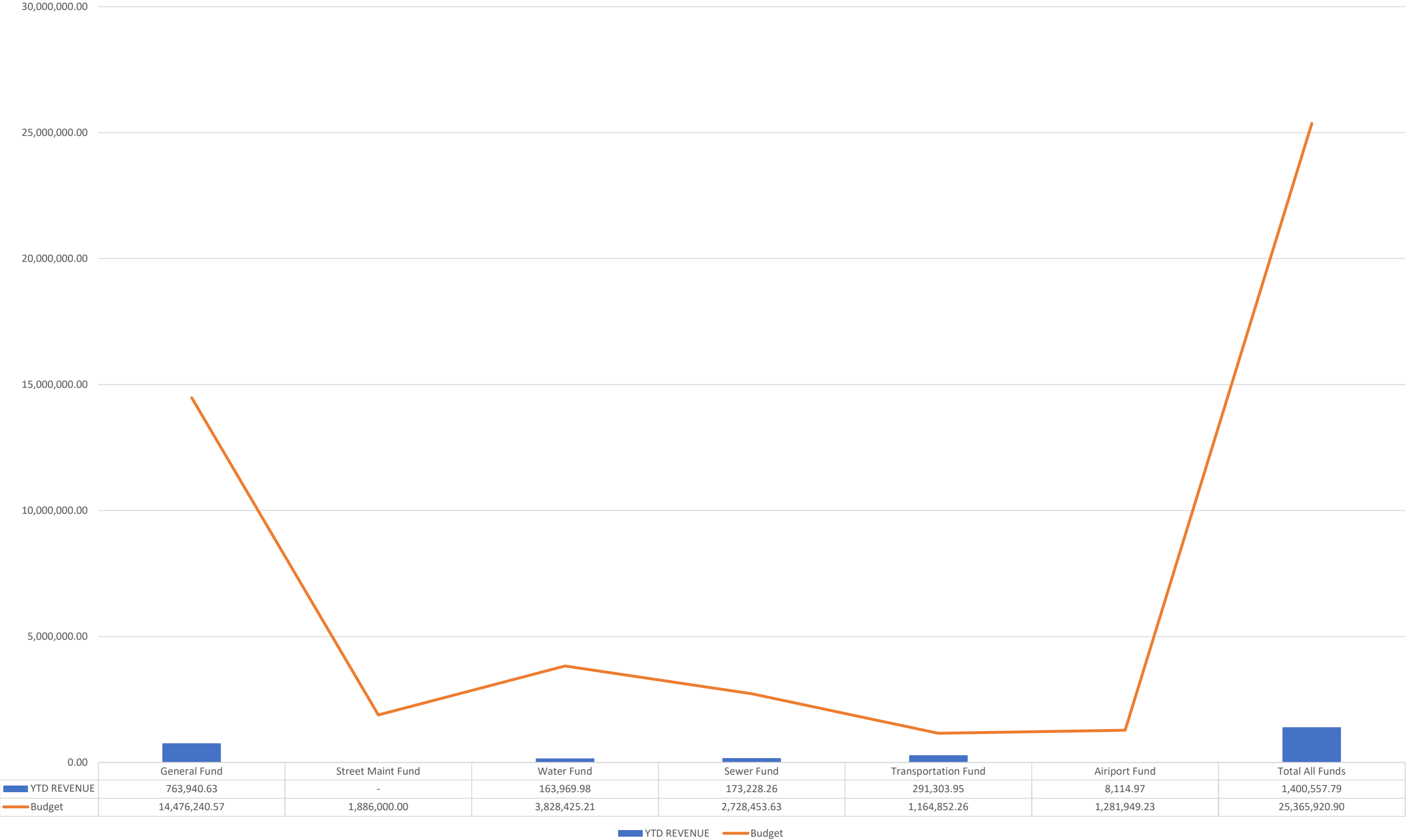


FY24 REVENUE Budget

Revenue of Funds - YTD- July 2023



YTD Revenue Vs. Budget - July 2023





Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 6.a. – Amended FY24 Pay and Classification Plan

BACKGROUND: The Town Manager will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Amended Class and Comp Plan FY24

**Town of Farmville Pay and Classification Plan
Amended FY24 Pay and Classification Plan**

Grade	Position	Job Number	FLSA	Annual Minimum	Annual Midpt	Annual Max	Existing Employee Annual Maximum	Hourly Min	Hourly Mid	Hourly Max
F01	AIRPORT TECHNICIAN	1006	N	\$27,460	\$38,198	\$43,936	\$48,936	\$13.20	\$18.36	\$23.53
F01	BUS OPERATIONS AIDE	2303	N	\$27,460	\$38,198	\$43,936	\$48,936	\$13.20	\$18.36	\$23.53
F01	CUSTODIAN	1701	N	\$27,460	\$38,198	\$43,936	\$48,936	\$13.20	\$18.36	\$23.53
F01	WATER/SEWER PLANT TRAINEE	2005	N	\$27,460	\$38,198	\$43,936	\$48,936	\$13.20	\$18.36	\$23.53
F02	BUS DRIVER (PART-TIME)	2302	N	\$28,728	\$39,846	\$45,965	\$50,965	\$13.81	\$19.16	\$24.50
F03	LABORER I	1709	N	\$30,695	\$42,404	\$49,112	\$54,112	\$14.76	\$20.39	\$26.02
F03	WATER METER READER/TECHNICIAN	1003	N	\$30,695	\$42,404	\$49,112	\$54,112	\$14.76	\$20.39	\$26.02
F04	ADMINISTRATIVE ASSISTANT I	1108	N	\$32,810	\$45,153	\$52,496	\$57,496	\$15.77	\$21.71	\$27.64
F04	LABORER II	1503	N	\$32,810	\$45,153	\$52,496	\$57,496	\$15.77	\$21.71	\$27.64
F04	MECHANIC I	1715	N	\$32,810	\$45,153	\$52,496	\$57,496	\$15.77	\$21.71	\$27.64
F04	SUPPLY ROOM TECHNICIAN	1714	N	\$32,810	\$45,153	\$52,496	\$57,496	\$15.77	\$21.71	\$27.64
F04	RECREATION TECHNICIAN	1014	N	\$32,810	\$45,153	\$52,496	\$57,496	\$15.77	\$21.71	\$27.64
F05	ADMINISTRATIVE ASSISTANT II	1109	N	\$35,083	\$48,108	\$56,133	\$61,133	\$16.87	\$23.13	\$29.39
F05	COMMUNICATIONS OPERATOR I	1204	N	\$35,083	\$48,108	\$56,133	\$61,133	\$16.87	\$23.13	\$29.39
F05	MECHANIC II	1716	N	\$35,083	\$48,108	\$56,133	\$61,133	\$16.87	\$23.13	\$29.39
F05	WATER PLANT OPERATOR	2002	N	\$35,083	\$48,108	\$56,133	\$61,133	\$16.87	\$23.13	\$29.39
F05	WWTP OPERATOR	2202	N	\$35,083	\$48,108	\$56,133	\$61,133	\$16.87	\$23.13	\$29.39
F06	ACCOUNT CLERK I	1103	N	\$37,527	\$51,285	\$60,043	\$65,043	\$18.04	\$24.66	\$31.27
F06	EQUIPMENT OPERATOR II	1505	N	\$37,527	\$51,285	\$60,043	\$65,043	\$18.04	\$24.66	\$31.27
F07	COMMUNICATIONS OPERATOR II	1203	N	\$40,154	\$54,700	\$64,246	\$69,246	\$19.30	\$26.30	\$33.29
F08	ACCOUNT CLERK II	1103	N	\$42,978	\$58,371	\$68,765	\$73,765	\$20.66	\$28.06	\$35.46
F08	ACCREDITATION COORDINATOR	1211	N	\$42,978	\$58,371	\$68,765	\$73,765	\$20.66	\$28.06	\$35.46
F08	RESIDENTIAL CODE INSPECTOR	1400	N	\$42,978	\$58,371	\$68,765	\$73,765	\$20.66	\$28.06	\$35.46
F09	PURCHASING AGENT	1023	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	CLERK OF COUNCIL	1022	E	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	EXECUTIVE SECRETARY	1012	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	TRANSIT COORDINATOR	2305	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	BUILDING OFFICIAL	1401	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	HORTICULTURIST	1015	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	FIREFIGHTER	1010	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F09	POLICE OFFICER	1207	N	\$46,014	\$62,318	\$73,622	\$78,622	\$22.12	\$29.96	\$37.80
F10	POLICE CORPORAL	1210	N	\$49,278	\$66,561	\$78,845	\$83,845	\$23.69	\$32.00	\$40.31
F10	FOREMAN I	1705	N	\$49,278	\$66,561	\$78,845	\$83,845	\$23.69	\$32.00	\$40.31
F10	FOREMAN MECHANICS	1708	N	\$49,278	\$66,561	\$78,845	\$83,845	\$23.69	\$32.00	\$40.31
F10	ADMINISTRATIVE STAFF OFFICER	1209	N	\$49,278	\$66,561	\$78,845	\$83,845	\$23.69	\$32.00	\$40.31
F11	CRIMINAL INVESTIGATOR	1205	N	\$52,786	\$71,122	\$84,458	\$89,458	\$25.38	\$34.19	\$43.01
F11	NARCOTICS INVESTIGATOR	2501	N	\$52,786	\$71,122	\$84,458	\$89,458	\$25.38	\$34.19	\$43.01
F11	POLICE SERGEANT	1208	N	\$52,786	\$71,122	\$84,458	\$89,458	\$25.38	\$34.19	\$43.01
F11	TOWN PLANNER	1801	E	\$52,786	\$71,122	\$84,458	\$89,458	\$25.38	\$34.19	\$43.01
F12	TRANSIT MANAGER	2300	E	\$56,557	\$76,024	\$90,491	\$95,491	\$27.19	\$36.55	\$45.91
F12	SUPERINTENDENT	1506	N	\$56,557	\$76,024	\$90,491	\$95,491	\$27.19	\$36.55	\$45.91
F12	HUMAN RESOURCES MANAGER	1105	E	\$56,557	\$76,024	\$90,491	\$95,491	\$27.19	\$36.55	\$45.91
F13	EMERGENCY COMMUNICATIONS MANAGER	1201	E	\$60,612	\$81,296	\$96,979	\$101,979	\$29.14	\$39.08	\$49.03
F13	POLICE LIEUTENANT	1212	N	\$60,612	\$81,296	\$96,979	\$101,979	\$29.14	\$39.08	\$49.03
F14	IT MANAGER		E	\$64,970	\$86,961	\$103,952	\$108,952	\$31.24	\$41.81	\$52.38
F15	ASSISTANT DIRECTOR OF PUBLIC WORKS	1702	N	\$69,655	\$93,052	\$111,448	\$116,448	\$33.49	\$44.74	\$55.98
F15	POLICE CAPTAIN	1020	E	\$69,655	\$93,052	\$111,448	\$116,448	\$33.49	\$44.74	\$55.98
F15	DEPUTY DIRECTOR FINANCE	1101	E	\$69,655	\$93,052	\$111,448	\$116,448	\$33.49	\$44.74	\$55.98
F16	DIRECTOR OF RECREATION	2510	E	\$74,692	\$99,600	\$119,507	\$124,507	\$35.91	\$47.88	\$59.86
F16	DIRECTOR OF COMMUNITY DEVELOPMENT	1107	E	\$74,692	\$99,600	\$119,507	\$124,507	\$35.91	\$47.88	\$59.86
F16	FIRE CHIEF		E	\$74,692	\$99,600	\$119,507	\$124,507	\$35.91	\$47.88	\$59.86
F17	CHIEF OF POLICE	1206	E	\$80,106	\$106,638	\$128,170	\$133,170	\$38.51	\$51.27	\$64.02
F17	DIRECTOR OF FINANCE	1104	E	\$80,106	\$106,638	\$128,170	\$133,170	\$38.51	\$51.27	\$64.02
F17	DIRECTOR OF PUBLIC WORKS	1703	E	\$80,106	\$106,638	\$128,170	\$133,170	\$38.51	\$51.27	\$64.02
F20	TOWN MANAGER	1021	E	\$98,910	\$131,083	\$158,256	\$163,256	\$47.55	\$63.02	\$78.49

8/30/2023



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 7.a. – Chapter 13 Junkyards, Car Lots and Automobile Graveyards
Automobile Repair Service
Sec. 15-70. Open Storage of Inoperative Vehicles

BACKGROUND: The Town Manager will provide a report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Chapter 13 Junkyards, Car Lots and Automobile Graveyards
2. Automobile Repair Service
3. Sec. 15-70. Open Storage of Inoperative Vehicles

Chapter 13 JUNKYARDS, CAR LOTS AND AUTOMOBILE GRAVEYARDS¹

Sec. 13-1. Definition.

As used in this chapter, the term "junkyards, car lots or automobile graveyards" shall mean any lot or place which is exposed to the weather and upon which more than five (5) motor vehicles, dismantled or junked cars of any kind, incapable of being operated are placed, located or found.

(Code 1973, § 14-1)

Sec. 13-2. Permit—Required.

No person shall maintain or operate a junkyard, car lot or automobile graveyard without first having obtained a permit therefor.

(Code 1973, § 14-2)

Cross reference(s)—Licenses and permits, Ch. 14.

Sec. 13-3. Same—Application.

Application for a permit under this chapter shall be made to the town manager and shall contain the name and address of the applicant and the location of the premises where such business is to be carried on.

(Code 1973, § 14-3)

Sec. 13-4. Buying, selling, etc., vehicles, parts, etc., from which identification has been removed.

No person shall knowingly buy, sell, receive, dispose of, conceal or have in his possession any motor vehicle, part or accessory from which the manufacturer's serial number or any other number or identification mark has been removed, defaced, covered, altered or destroyed for the purpose of concealing or misrepresenting the identity of such vehicle, part or accessory. Every person to whom is offered for sale any motor vehicle, part or accessory from which has been removed, defaced, covered, altered or destroyed the manufacturer's serial number or identification mark of any other number shall immediately notify the police of such offer.

(Code 1973, § 14-4)

Cross reference(s)—Motor vehicles and traffic, Ch. 15.

¹Cross reference(s)—Advertising, Ch. 3; fire prevention and protection, Ch. 12; licenses and permits, Ch. 14; motor vehicles and traffic, Ch. 15; nuisances, Ch. 17; solid waste and weeds, Ch. 22; zoning, Ch. 29.

State law reference(s)—Ordinances taxing and regulating automobile graveyards and junkyards, Code of Virginia, § 15.1-28.

Sec. 13-5. Enclosing fence required.

Junkyards, car lots or automobile graveyards shall be entirely enclosed by a fence eight (8) feet in height, to exclude such junkyard, etc., from public view. The fence shall be kept neatly painted and in good repair and shall be constructed of corrugated iron or masonry brick, cinder block or concrete; provided, that any fence so erected shall be located at least five (5) feet from the street or road and in no case shall project beyond the building line of other buildings on the same street or road.

(Code 1973, § 14-5)

Sec. 13-6. Advertisements on fences.

The enclosing fence shall not be used for bill posting or other advertising purposes; except, that a space not larger than six (6) feet by twelve (12) feet may be used for the advertisement of the business of the owner thereof. Where the junkyard, car lot or automobile graveyard fronts on more than one (1) street or road the use of space for advertisement herein permitted shall extend to each street or road on which the junkyard, car lot or automobile graveyard abuts.

(Code 1973, § 14-6)

Cross reference(s)—Advertising, Ch. 3.

Sec. 13-7. Height of contents limited.

The contents of a junkyard, car lot or automobile graveyard shall not be placed or deposited to a height greater than the height of the fence prescribed in section 13-5.

(Code 1973, § 14-7)

Sec. 13-8. Open fires.

No open fires for the burning of rubbish, trash, automobiles or any part thereof or other waste matter shall be permitted. An accidental or casual fire occasioned by the use of an acetylene torch shall not be regarded as an open fire under this section where it is shown that the person operating or maintaining the junkyard, car lot or automobile graveyard has, by the use of fire extinguishers or other safety devices, made reasonable effort to prevent same.

(Code 1973, § 14-8)

Cross reference(s)—Permit required for outdoor burning, § 12-5.

Sec. 13-9. Rubbish and waste matter.

A junkyard, car lot or automobile graveyard shall, as far as practicable, be kept clear and clean of all rubbish or waste matter.

(Code 1973, § 14-9)

Cross reference(s)—Solid waste and weeds, Ch. 22.

Sec. 13-10. Safety devices required.

Safety devices such as fire extinguishers or other like apparatus may be required wherever, in the opinion of the chief of the volunteer fire department, such devices are necessary in the interest of public safety.

(Code 1973, § 14-10)

Cross reference(s)—Fire prevention and protection, Ch. 12.

Sec. 13-11. Gasoline to be drained from vehicles.

All tanks and engines of all vehicles shall be kept thoroughly drained of gasoline.

(Code 1973, § 14-11)

Sec. 13-12. Sidewalks and abutting streets to be clear.

- (a) All abutting sidewalks shall be kept clear and clean of all vehicles.
- (b) All abutting streets shall be kept clear and clean of all vehicles incapable of being operated under their own power.

(Code 1973, § 14-12)

Cross reference(s)—Streets and sidewalks, Ch. 23.

Automobile Repair Service

Section 29-81

Automobile repair *service*. A use which provides for the minor repair and/or maintenance of automobiles, but does not include towing service or body work. The retail sale and dispensing of motor fuels may be allowed as permitted within this chapter.

Section 29-22

Automobile repair service is permitted in B-1 with conditional use permit, B-2 with conditional use permit, and B-3 by-right.

Section 29-35 (d) (1)

Automobile repair *service*. All automobile repair services shall meet the following minimum standards:

- a. All vehicles stored on the premises in excess of seventy-two (72) hours shall be placed in a storage yard.
- b. No exterior display or storage of new or used automobile parts is permitted.
- c. There shall be no storage of motor vehicles in landscaped areas or within ten (10) feet of the public road right-of-way.
- d. The use shall be designed to ensure proper functioning of the site in regards to vehicle stacking, circulation, and turning movements.

Sec. 15-70. Open storage of inoperative vehicles.

- (a) It shall be unlawful for any person to keep, except within a fully enclosed building or structure or otherwise shielded or screened from view on any property zoned for residential, business, or industrial purposes any inoperative motor vehicle. However, the provisions of this section shall not apply to a licensed business which, on June 26, 1970, was regularly engaged in business as an automobile dealer, salvage dealer, or scrap processor.
 - (1) As used in this section "inoperative motor vehicle" means any motor vehicle, trailer, or semitrailer which: (i) is not in operating condition (including, without limitation any motor vehicle, trailer or semitrailer which, for a period of sixty (60) days or longer, has been partially or totally disassembled by the removal of tires or wheels, the engine, or other essential parts required for operation); (ii) does not display a valid license plate; or (iii) does not display a valid inspection decal.
 - (2) As used in this section, "otherwise shielded or screened from view" shall mean not visible to the unaided eye from street or ground level outside the boundaries of the lot on which the vehicle is kept. Car covers or tarps do not meet the requirements of "shielded or screened from view".
- (b) No person shall keep more than one (1) inoperative motor vehicle outside of a fully enclosed building or structure. The one (1) vehicle allowed outside of a fully enclosed building or structure shall still be subject to the requirement of being shielded or screened from view, as defined in subsection (a)(2) above.
- (c) Whenever a violation of this section is determined by the town manager or his designee, the town shall serve notice on the owner of the property whereon the inoperative motor vehicle is located, requiring the owner to remove or cause the removal of such vehicle.
 - (1) All notices sent pursuant to this section shall be served to an owner as follows:
 - a. By hand-delivery to the owner of record;
 - b. By regular, first-class mail, to the owner of record at the address listed in the town's real estate tax records, or to any occupant of the property at the address where the violation exists;
 - c. To a person who has charge of real estate as an executor, administrator, trustee, guardian or agent, by hand delivery, or by regular mail to the last known address of such person; or
 - d. To a person who is the beneficiary of any easement or right of use of a parcel of real estate, by hand delivery, or by regular first-class mail to the person's last known address. If the real estate parcel on which the violation exists is undeveloped or vacant, the notice shall also be posted in a conspicuous place on the property.
 - (2) Such notice shall require the owner to correct the condition within ten (10) days from the date of delivery or mailing of the notice.
- (d) Should the owner of the premises fail to remove or cause the removal of an inoperative motor vehicle as directed within the town's notice, and if the owner also fails within the ten-day period to request an informal administrative hearing with the town manager or an official designated by the town manager for the purpose of challenging the validity of the violation determination or the necessity for removing the vehicle, then the town may take action to remove the inoperative motor vehicle(s). The costs and expenses of such removal by the town shall be assessed and billed to the property owner. In the event the charges billed to the property owner remain unpaid for more than thirty (30) days, such charges shall constitute a lien against such property, ranking on a parity with liens for unpaid local taxes and enforcement shall be in the same manner.
- (e) After removing an inoperative motor vehicle from property, the town may then dispose of the vehicle after giving an additional ten (10) days written notice to the owner of the vehicle and, if different, also to the

owner of the property from which the vehicle was removed. However, if a timely request for an administrative hearing has been made to challenge the validity of the violation determination, then disposal by the town shall not be made unless and until the matter is resolved in favor of the town.

(f) Any person convicted of violating this section shall be punished as provided in section 1-6 of this Code.

(Ord. No. 161, 3-13-2013)

Ord. No. 161, adopted Mar. 13, 2013 , repealed the former § 15-70, and enacted a new § 15-70 as set out herein.

The former § 15-70 pertained to Parking or storing inoperative vehicles on property located within the town and derived from the Code of 1973, § 16-67; Ord. No. 40, adopted 12-11-96.

State law reference(s)—Authority to restrict keeping of inoperative motor vehicles, etc., on residential or commercial property, removal of such vehicles, Code of Virginia, § 15.1-11.1.



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 8.a. – Sec. 22-25. Placement of containers at collection site and removal of same therefrom

BACKGROUND: The Town Manager will provide a report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Sec. 22-25. Placement of containers at collection site and removal of same therefrom

Sec. 22-25. Placement of containers at collection site and removal of same therefrom.

It shall be the responsibility of the owner and user of a town refuse container, the contents of which are to be collected by the town forces, to:

- (1) Place the container at the curbside in the public right-of-way, alley or designated pick up area, so that there is no danger of the container being overturned and so that there is sufficient clearance to accommodate town collection equipment and pedestrians.
- (2) For residents receiving regular once weekly refuse collection, place collection containers at the collection site no later than 7:00 a.m. on the day of collection and not earlier than 5:00 p.m. on the night prior to the day of collection. Placement of containers at the collection site prior to 5:00 p.m. on the night prior to the day of collection or failure to remove containers by 12:00 midnight of the collection day shall constitute a violation of this chapter.
- (3) Remove all emptied containers from the alley, curbside, street or sidewalk as soon as practicable after they have been emptied, but in no case later than 12:00 midnight of the collection day.
- (4) Collections containers shall be located five (5) feet behind the building line, or screened so as to not be visible from the street except during the times prescribed for placement for collection. This provision applies to all residential and commercial locations. Where placement as described herein is not possible, an alternate location may be designated by the director of public works, or his designee.
- (5) For those designated shopping centers and businesses receiving collection services on a regular three-day-per-week schedule, place collection containers at the collection site no earlier than 5:00 p.m. on the day preceding collection, nor later than 6:00 a.m. on the day of collection.
- (6) Recyclables may be placed out for collection no earlier than 5:00 p.m. of the day preceding collection, nor later than 7:00 a.m. of the day of collection.

(Ord. No. 47, 7-8-98)



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 9.a. – Article IX. Revenue Share for Solar Energy Projects

BACKGROUND: The Town Manager will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Article IX. Revenue Share for Solar Energy Projects

ARTICLE IX. REVENUE SHARE FOR SOLAR ENERGY PROJECTS

Sec. 70-241. Purpose, definition, relation to other ordinances.

- (a) The purpose of this article is to implement Code of Virginia, § 58.1-2636 titled "Revenue Share for Solar Energy Projects" approved by the 2020 Regular Session of the Virginia General Assembly and signed into law by the governor, effective July 1, 2020.
 - (b) Terms used in this article shall have the defined meanings found in Code of Virginia, §§ 58.1-2636 , 58.1-3660 , 58.1-3507 , or 58.1-3508.6 , as amended.
 - (c) To the extent that the provisions of this article conflict with any other prior ordinance or provision of the Prince Edward County, Virginia Code of Ordinances, this article shall control.
- (Ord. of 10-12-21, § 1)

Sec. 70-242. Applicability.

- (a) This article shall apply to all solar photovoltaic (electric energy) systems except those:
 - (1) Described in § 56-594, § 56-594.01, or § 56-594.2 of this Code, or Chapters 358 and 382 of the Acts of Assembly of 2013, as amended;
 - (2) Twenty megawatts or less, as measured in alternating current (AC) generation capacity, for which an initial interconnection request form has been filed with an electric utility or a regional transmission organization on or before December 31, 2018; or
 - (3) Five megawatts or less.
- (b) This article shall not apply to any solar photovoltaic (electric energy) project for which an application was filed with the county before July 1, 2020, unless:
 - (1) The county and the applicant or owner agree to revise any existing voluntary payment agreement, or enter into any new voluntary payment agreement, under which the applicant or owner agrees to voluntarily waive a portion of the exemption from machinery and tools as provided in Code of Virginia, § 58.1-3660 , as amended.
 - (2) The county and the applicant or owner agree to substitute the amount of such voluntary payment for a similar amount of a solar energy revenue share authorized by Code of Virginia, § 58.1-2636 .
 - (3) For purposes of this subsection, "application has been filed with the locality" means an applicant has filed an application for a zoning confirmation from the county for a by-right use, or an application for land use approval under the county's zoning ordinance to include an application for a conditional use permit, special use permit, special exception, or other application as set out in the locality's zoning ordinance.
- (c) Nothing in this section shall preclude an applicant or owner of a solar photovoltaic (electric energy) project previously approved by the county or who filed an application with the county before July 1, 2020 from entering into a written agreement to submit such project to be subject to the provisions of this article.

(Ord. of 10-12-21, § 1)

Sec. 70-243. Revenue share rate per megawatt and waiver of machinery and tool tax.

- (a) The county hereby imposes a revenue share to be assessed at a rate of \$1,400.00 per megawatt on any solar photovoltaic (energy) project. The generation capacity shall be measured in alternating current (AC) generation capacity of the facility and the determination of the generation capacity shall be based on submissions by the facility owners to the interconnecting utility.
- (b) The exemption for solar photovoltaic (electric energy) projects greater than five megawatts as provided by Code of Virginia, § 58.1-3660 , as amended, shall be 100 percent of the assessed value.
- (c) Nothing contained herein shall be construed to prevent any other tax or fee as provided by the Code of Virginia.

(Ord. of 10-12-21, § 1)

Secs. 70-244—70-249. Reserved.



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 10.a. – Resolution No. 2023-09-01

BACKGROUND: The Town Manager will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution #2023-09-01 River Walk Phase II Project

RESOLUTION #2023-09-01

A RESOLUTION FOR THE COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA
AS AN ENDORSEMENT OF FARMVILLE RIVER WALK PHASE II PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the Town of Farmville.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Farmville requests the Commonwealth Transportation Board to establish a project for the construction of the Farmville River Walk Phase II project.

BE IT FURTHER RESOLVED THAT: The Town of Farmville hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents subject to appropriation.

BE IT FURTHER RESOLVED THAT: The Town of Farmville hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: The Town of Farmville will be responsible for maintenance and operating costs of the facility as constructed unless other arrangements have been made with VDOT.

BE IT FURTHER RESOLVED THAT: If the Town of Farmville subsequently elects to cancel the project, the Town of Farmville hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The Town of Farmville also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Council of the Town of Farmville hereby grants authority for the Town Manager to apply for funds and execute project administration agreements, as well as other documents necessary for approved projects.

Adopted: September 13, 2023

Attest: _____
Clerk

Mayor

In my capacity as the duly appointed Clerk of the Town of Farmville, I hereby certify that Resolution #2023-09-01 which is hereto attached, was adopted at a duly called and constituted meeting of the Town of Farmville held at Town Hall Council Chamber, 116 North Main Street, Farmville, Virginia on September 13, 2023. Said meeting was called to order by _____ at 7:00 p.m. with the following members present who remained in attendance throughout and constituted a quorum:

_____	_____
_____	_____
_____	_____
_____	_____

The Council of the Town of Farmville, voted unanimously to adopt attached Resolution #2023-09-01.

Given under my hand this _____ day of September, 2023.

Clerk

NOTE: The following section is applicable when a scanned or photocopy version is made and submitted. Do not include if an original is submitted:

STATE OF VIRGINIA
TOWN OF FARMVILLE

Attested Photocopy:

On this _____ day of September, 2023, I, Mary McKay, attest that the preceding document is a true, exact, complete, and unaltered photocopy made by me of Resolution #2023-09-01.

Clerk



Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 11.a. – Report provided by Chief Andy Ellington and Communications Manager Crystal Barton

BACKGROUND:

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Grant Support Letter
2. Farmville Staffing Grant
3. VDEM FY24-25 Grants Webinar



EMERGENCY COMMUNICATIONS CENTER

Crystal N. Barton
Emergency Communications Manager

August 10, 2023

Scott Davis
116 North Main Street
Farmville, Virginia 23901

Re: PSAP Staffing Recognition Program

Town Manager, Mayor, and Members of Council:

On behalf of the staff of the Farmville Emergency Communications Center, I am writing to request your consideration for accepting a Virginia Department of Emergency Management (VDEM) grant providing PSAP's the ability to help address the staffing crisis with hiring and retaining telecommunicators in Virginia. This grant would provide each eligible full-time employee with a one-time payment of \$2,500 and part-time employees \$1,250 before taxes. The locality is required to provide these payments upfront, which would then be reimbursed by VDEM after payments have been distributed to eligible employees. A reimbursement payment request would be submitted within thirty days showing certification from the Financial Director confirming that the staff recognition plan was implemented. The only expense that the Town of Farmville would be responsible for would be FICA, which would be roughly \$3700.00 or 7.65% of the grant reimbursement total. We plan to cover this expense with existing funds already in the approved FY24 Communications budget and no new local funding will be required. We currently have 21 positions in the Communications center and the grant total would be \$48,750.00 which would be reimbursed to the town by VDEM.

Thank you for your consideration of moving forward with this grant. I believe that it is a wonderful grant opportunity that would benefit our telecommunicators and help them to navigate through the staffing crisis not only in the Town of Farmville but for many localities in Virginia.

Sincerely,

Crystal N. Barton
Emergency Communications Manager, ENP



COMMONWEALTH OF VIRGINIA

Department of Emergency Management

9711 Farrar Court, Suite 200, North Chesterfield, Virginia 23236
TEL 804.267.7600 TDD 804.674.2417 FAX 804.272.2046

SHAWN G. TALMADGE

State Coordinator
Deputy Homeland Security Advisor

Farmville Emergency Communications
116 N Main St
Farmville, VA 23901
August 8, 2023

Communications Manager Barton,

This letter is in response to your inquiry about our FY24 PSAP Grant Program for Staffing Recognition. The purpose of this grant is to provide recognition payment to critical 9-1-1 staff to improve retention and recruitment in response to a nationwide PSAP staffing crisis. The grant requires submission of a project plan that defines how the staff recognition payments will be implemented, and the number of grant eligible positions at your agency as defined in the grant guidelines document. Once approved, a locality can implement the submitted plan by providing recognition payments to grant eligible positions within your organization, and then request reimbursement from VDEM per the grant guidelines. While it is ultimately up to the grantee to ensure compliance with all applicable laws and regulations, for the purposes of this grant program since the locality is providing recognition payments to its employees then requesting reimbursement per the grant guidelines, VDEM would not consider this activity as supplanting existing locality funds.

Thank you for your participation in our staffing grant. If you have any questions, please don't hesitate to contact me directly.

Rich Troshak

A handwritten signature in black ink, appearing to read "Rich Troshak".

Regional Outreach Division Director
9-1-1 & Geospatial Services Bureau



Virginia Department of
Emergency Management

FY24/25 Grants Webinar

July 20, 2023

Webinar Agenda

1. Staff Recognition Funding
2. Regional Enhancement Consolidation
3. Call Handling Equipment (CHE) Funding
4. Enterprise GIS Software
5. Data Maintenance & Data Transfer
6. Data Enhancement
7. PEP (FY25)



FY24 Grants Overview

- The FY24 grant application window is 7/01/23 to 8/15/23
- The award period for these grants is 9/14/23 to 6/30/24
- Each grant has its own guideline that includes the grant application in Appendix A
- Grant guidelines are on our website:
<https://psc.vdem.virginia.gov/pages/9-1-1-psap-grant-program>



Staff Recognition Funding

- This new program was created to help address the staffing crisis experienced by Virginia PSAPs
- Provide funding to enable PSAPs to recognize and retain their telecommunicators
- PSAPs may request \$2,500 for each full-time grant eligible position and \$1,250 for each part-time grant eligible position
- These grant eligible positions are defined in the Staffing Recognition Funding guidelines



Staff Recognition: Eligible Positions

- Authorized full-time 9-1-1 dispatcher/telecommunicator positions, including vacancies
- Approved full-time 9-1-1 dispatcher/telecommunicator over hire positions
- Authorized part-time 9-1-1 dispatcher/telecommunicator positions



Staff Recognition: Eligible Positions

- Authorized full-time PSAP managers, supervisors, and administrative employees who are certified and actively work on the 9-1-1/operations floor as part of their primary duties or as required during staffing shortages or emergencies



Staff Recognition: Eligible Positions

- Authorized full-time and part-time VSP #77 dispatcher/telecommunicator positions, supervisors, and administrative employees who are certified and actively work on the VSP dispatch operations floor as part of their primary duties or as required during staffing shortages or emergencies
- Authorized local law enforcement dispatch positions that receive Wireless E-911 funding through the Office of Administrative Compensation Board that are not already eligible for this grant opportunity by inclusion with a primary PSAP



Staff Recognition: Application

- The application is required to include a staffing recognition project plan that lists number of agency authorized employees for each category, funding amount requested for each category, total funding amount requested, and anticipated timeline for recognition project
- This grant is intended to provide direct recognition payments to grant eligible positions. No other use will be approved



Staff Recognition Application

Category	Eligible employee count	Funding per employee	Subtotal
A. Authorized full-time 9-1-1 dispatcher/ telecommunicator positions		\$2,500	\$
B. Approved full-time 9-1-1 dispatcher/ telecommunicator over-hire positions		\$2,500	\$
C. Authorized full-time PSAP managers, supervisors, and administrative employees who are certified and actively work on the 9-1-1/ operations floor		\$2,500	\$
D. Authorized part-time 9-1-1 dispatcher/ telecommunicator position		\$1,250	\$
E. Authorized full-time VSP #77 dispatcher/ telecommunicator positions, supervisors, and administrative employees who are certified and actively work on the VSP dispatch operations floor		\$2,500	\$
F. Authorized part-time VSP #77 dispatcher/ telecommunicator positions		\$1,250	\$
G. Authorized local law enforcement dispatch positions that receive Wireless E-911 funding through the Office of Administrative Compensation Board that are not already eligible for this grant opportunity by inclusion with a primary PSAP		\$2,500	\$
		Total funding requested:	\$



Staff Recognition: Application

Sample plan:

- “Recognition payments will be made in November 2023 to all eligible incumbent employees, and any funding for vacant or unfilled positions will be used as hiring/recruitment bonuses for the remainder of the award period”
- If the grant, and attached project plan, are approved, PSAPs can implement their plan as submitted



Staff Recognition: Reimbursement

- The locality can request reimbursement for the number of employees that were provided payments, up to the authorized numbers of grant eligible positions originally submitted and approved



Staff Recognition: Reimbursement

- When requesting reimbursement, an invoice will be required itemizing total payment amounts and number of employees for each category that received staffing recognition payments.
- Certification from local CFO that the listed number of employees received payment



Staff Recognition: Questions

FAQ:

- **What is an over-hire position?** Some localities have approved their PSAPs to hire a certain number of positions over the authorized number of full-time dispatch positions. Per the VDEM staffing survey out of the approximately 3,200 grant-eligible 9-1-1 positions in Virginia, only 70 over-hire positions were reported.



Staff Recognition: Questions

FAQ:

- **Can we use the funding for things like agency clothing, gift cards, events, shift differential pay?** No, these uses are ineligible.
- **If employees leave who received a payment, can I also offer their replacement the recognition pay?** Only if the total number of employee payments don't exceed your authorized counts as approved in your submitted plan.



Staff Recognition: Questions

FAQ:

- **What guidance is there about the how it is to be distributed. Pre-tax? Taxable? Local decision?** Most salary, recognition payments, or bonuses are legally required to be taxable. PSAP managers should seek clarification from their locality accounting or payroll staff on how to implement.



Staff Recognition: Questions

FAQ:

- **The application does not include space for the “plan.” Should it be submitted on separate sheets?** There is a text box you can click on under that question that you can enter or paste your plan into the application. A separate document can also be submitted if the applicant chooses.



Staff Recognition: Questions

FAQ:

- **Should I submit the entire guideline document as the application?** We would prefer just the pages containing the application be submitted.
- **When is the grant application deadline?**
8/15/23

Other Questions?





Town of Farmville

Agenda Item Summary

MEETING DATE: September 6, 2023

ITEM NUMBER: 14.a. – 2.2-3711(A)(1) Discussion of Performance of the Town Manager

BACKGROUND: Mr. Mayor, I move that the Farmville Town Council convene in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of paragraph A.1. of Section 2.2-3711, for the discussion of performance of the Town Manager.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None