



Town of Farmville

Town Council

October 11, 2023 at 7:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Invocation**
4. **Pledge of Allegiance**
5. **Adoption of Agenda**
6. **Recognition of Certification Award Received**
7. **Declaration of Personal Interest**
8. **Public Hearing**
 - a. Public Hearing - Ordinance No. 226 - Amending Section 22-25 of Article II of Chapter 22 and Adding Section 22-25.1 of Article II of Chapter 22 of the Farmville Town Code
 - b. Public Hearing - Resolution 2023-10-02 - Transferring Budgeted Funds from FY2022-2023 to FY2023-2024 in the General Fund, Street Maintenance Fund, Water Fund, Sewer Fund, Transportation Fund and Airport Fund
 - c. Public Hearing - Resolution 2023-10-03 - Amending the 2023-2024 Town Budget
9. **Public Comment Period**
 - a. Public Comment Sign-up Sheet
10. **Consent Agenda**
 - a. Draft Minutes of the September 6, 2023 Work Session and September 13, 2023 Regular Council Meeting
11. **Finance Report**
 - a. September 2023 Finance Report
12. **New Business**
 - a. Request Adoption of Ordinance No. 226 - Amending Section 22-25 of Article II of Chapter 22 and Adding Section 22-25.1 of Article II of Chapter 22 of the Farmville Town Code
 - b. Request Adoption of Resolution No. 2023-10-01 - Authorizing the Finance Director to Transfer Funds Within the General Fund to Various Departments in the General Fund, in the Amount of \$142,376.81 for FY2022-2023 Budget
 - c. Request Adoption of Resolution No. 2023-10-02 - Authorizing the Finance Director to Transfer Budgeted Funds from FY22-23 to FY23-24 in the General Fund, Street Maintenance Fund, Water Fund, Sewer Fund, Transportation Fund and Airport Fund
 - d. Request Adoption of Resolution 2023-10-03 Amending the 2023-2024 Town Budget

- e. Authorize Town Manager to Sign Memorandum of Understanding for Infrastructure Improvements in Prince Edward Business Park

13. Town Manager's Report

14. Comments by the Mayor and Town Council

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing on Wednesday, October 11, 2023, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville, Virginia, to receive public comment on the following items:

- **Ordinance No. 226** - Amending Section 22-25 of Article II of Chapter 22 and Adding Section 22-25.1 of Article II of Chapter 22 of the Farmville Town Code
- **Resolution 2023-10-02** – Transferring Budgeted Funds from FY2022-2023 to FY2023-2024 in the General Fund, Street Maintenance Fund, Water Fund, Sewer Fund, Transportation Fund and Airport Fund
- **Resolution 2023-10-03** – Amending the 2023-2024 Town Budget

The full text of the proposed Ordinance and Resolutions are available by contacting the Clerk of Council at (434) 392-9465 and online at www.farmvilleva.com

The Farmville Town Council will consider the transferring of funds and amendments following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided with a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, October 11, 2023.

Questions and comments related to the public hearing may be directed to the Town Manager's office, 116 North Main Street, PO Drawer 368, Farmville, Virginia 23901, or by calling (434) 392-5686, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodation, please contact C. Scott Davis, LP.D., Town Manager, at (434) 392-5686, prior to the meeting.



PUBLIC HEARING COMMENTS
ORDINANCE NO. 226
(Amending Sec 22-25 of Article II of Chapter 22 and Adding Sec
22-25.1 of Article II of Chapter 22 of the Farmville Town Code)
October 11, 2023
Guests Sign Up Sheet

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



**PUBLIC HEARING COMMENTS
RESOLUTION 2023-10-02
(Transferring Budgeted Funds from FY22-2023 to FY23-2024 in
the General Fund, Street Maintenance Fund, Water Fund, Sewer
Fund, Transportation Fund and Airport Fund)
October 11, 2023
Guests Sign Up Sheet**

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



**PUBLIC HEARING COMMENTS
RESOLUTION 2023-10-03
(Amending the 2023-2024 Town Budget)
October 11, 2023
Guests Sign Up Sheet**

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



PUBLIC COMMENT PERIOD
(held after PUBLIC HEARINGS)
October 11, 2023
Guests Sign Up Sheet
(Please limit comments to three minutes)

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 10.a. – Draft Minutes of the September 6, 2023 Work Session and September 13, 2023 Regular Council Meeting

BACKGROUND:

RECOMMENDATION: Approve the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2023-09-06 Work Session-DRAFT
2. 2023-09-13 Regular Council Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON SEPTEMBER 6, 2023

At the regular work session of the Farmville Town Council held on Wednesday, September 6, 2023, at 6:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian R. Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Town Attorney Gary Elder, Finance Director Julie Moore, Interim Community Development Director and IT Support Ashley Atkins-Austin, Communications Manager Crystal Barton, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order.

The Clerk called the roll, noting all Council members were present.

ADOPTION OF AGENDA

A motion was made by Mr. Hunter to adopt the agenda as presented, seconded by Mr. Dwyer, and with all in favor stating “aye”, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

FINANCE REPORT

Finance Director Julie Moore reported on the July 2023 reports and charts provided to Council members. The overall total revenue should be approximately 8% of what is budgeted at this point in the year. Several factors caused the total revenue to be below what is budgeted:

- The taxes and business licenses are collected at certain points during the year and not monthly whereas the budget is assuming 8% of taxes and business licenses were collected in July.
- Payments are received quarterly for the Street Maintenance fund, and the first payment will not be received until September 2023.
- The Water and Sewer fund is down due to ARPA revenue being budgeted for fiscal year 2024, but not yet recognized so far this year. ARPA revenue is recognized only when expenses have been incurred.

- The Airport fund is down from there being no reimbursement requests so far, this fiscal year.
- The General fund is slightly up due to monthly investment earnings.
- The Transportation fund is slightly more from renegotiating the contract with Longwood University for campus bus services and from the sale of a retired bus.
- The Water and Sewer funds are down compared to July 2022, due to less consumption of water and less sewer service used by residents.

Expenses are down compared to the 8% budgeted, due to the departments staying within their budgets. Expenses are down compared to the prior year due to not having golf course expenses and there was an approximate cost of \$600,000 for the dispatch radios purchase last July compared to this year.

Ms. Moore reported the interest income won't be as much after next month as \$2 million was moved from the Local Government Investment Pool (LGIP) to replenish the operating cash that was used to cover ARPA expense items such as the splash pad and the fire truck purchase. Also \$600,000 was moved from the VACO/VML Virginia Investment Pool (VIP) to make the debt payment for the upcoming month.

DISCUSSION OF AMENDING FY2023-2024 CLASSIFICATION AND COMPENSATION PLAN

The Town Manager spoke from previous discussions held on the sharing of Prince Edward County's Building Official on certain days and the town's need for local code enforcement. The county's Building Official could be used less if the town employed a Residential Code Inspector. Dr. Davis further explained that a lot of the town's permitting is residential in nature and at a different certification level than a Building Official. This full-time position would have residential permitting and local code enforcement duties and would help as Ashley Atkins-Austin is carrying out multiple duties due to the vacant Community Development Director position. The position would need to be classified in the Classification and Compensation Plan with a resolution brought forward for Council's consideration at the September 13, 2023 Regular Council Meeting to amend the existing plan adopted for fiscal year 2024. A brief discussion was held about the needed certifications for the position and the possibility of training the new staff member to become the commercial inspector.

OVERVIEW OF ORDINANCES FOR AUTOMOBILE GRAVEYARDS, AUTOMOBILE REPAIR SHOPS, AND ABANDONED VEHICLES

The Town Manager reported on automobile areas that may have improper vehicle storage, and the code currently in place. For discussion, Council members were asked what they like in the existing code and what ideas would they like for the Town Manager to examine further. A discussion was held on the amount of time damaged vehicles not being repaired are stored at automobile repair shops, and the usage of fences to block the visibility of the stored vehicles. Several Council members posed questions and provided comments. The Town Manager suggested to first address the issue of vehicles appearing to belong in an automobile graveyard and afterwards revisit the issue if there are any other changes for the repair shops. A brief discussion was held on inoperative vehicles in residential areas. The Council agreed to move forward with looking at those areas for designation as an automobile graveyard.

OVERVIEW OF ORDINANCE ON REFUSE CONTAINER

Since there had been some conversation on the topic previously, the Town Manager provided the ordinance on refuse containers for Council's review. Clarification was made that receptacles must be placed five feet behind the front plane of the house. Noting there is no penalty stated in the ordinance for non-compliance, the Town Manager asked if Council wants him to come back with a proposed procedure for residents who do not follow the code as prescribed. A discussion was held with input provided by several Council members. There was consensus to have the ordinance state that the trash receptacle shall be placed behind the front plane of the house, removing the five-foot stipulation, using a warning notification and subsequent fines for non-compliance.

DISCUSSION OF AN ORDINANCE FOR REVENUE SHARE FOR SOLAR ENERGY PROJECTS

The Town Manager reported that in order to receive any tax revenue from a solar energy project stemming from someone's business venture, a locality must have a revenue share ordinance in place. An example of Prince Edward County's code, Chapter 70 – TAXATION, Article IX. Revenue Share for Solar Energy Projects, was provided for review. The Council was asked whether there is an interest for solar projects to be considered in the town, and if so, a suggestion was made by the Town Manager for Council to amend the taxation ordinance to receive revenue from a project. The required conditional use permit and approval process was mentioned. A brief

discussion was held. There was consensus from Council for the Town Manager to move forward with the ordinance amendment.

RIVER WALK PHASE II PROJECT

The Town Manager provided an overview of the three-phase River Walk Project and a map review. The town already has committed to the first phase and has been awarded the project through the Transportation Alternatives Program with the Virginia Department of Transportation. Construction is anticipated to begin summer 2026. Phase Two is the next phase and the proposed resolution is to move forward with a grant application. A brief discussion was held.

A local share of 20% is required for funded projects. One of the transportation alternative program requirements is that a project provide tied corridors with trails and recreation.

A proposed resolution will be brought forward for Council's consideration at the September 13, 2023 Regular Council meeting.

PSAP STAFFING RECOGNITION GRANT

A Public Safety Answering Point (PSAP) Staffing Recognition Grant opportunity was discussed. A report was provided by Chief of Police Andy Ellington and Communications Manager Crystal Barton on the proposed retention pay for PSAP employees. The Virginia Department of Emergency Management (VDEM) grant would provide for a one-time payment of \$2500 for each full-time dispatcher, and \$1250 for part-time PSAP staff. The town would be required to provide payment upfront to employees and then be reimbursed by VDEM. The only expense for the town would be an approximate cost of \$3700 in payroll taxes that could be covered in the current fiscal year approved budget.

The Town Manager clarified that the grant application had already been submitted due to the deadline, but it did not have to be accepted unless the Council is agreeable. A resolution will be brought forward for Council's consideration at the September 13, 2023 Regular Council Meeting.

TOWN MANAGER'S REPORT

No report was provided.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hunter thanked everyone for their thoughts, cards, and calls in reference to the passing of his father last month.

**CLOSED SESSION – 2.2-3711(A)(1) DISCUSSION OF PERFORMANCE OF THE TOWN
MANAGER**

On motion by Mr. Hardy, seconded by Mr. Hunter, and with Council members Reid, Dwyer, Pairet, Yoelin, Hunter, Hardy, and Amos voting “yes”, Council went into closed session under **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.

VOTE: Seven “ayes”, No “noes”

MOTION: Hardy SECOND: Hunter

AYES: Dwyer, Pairet, Yoelin, Hunter, Hardy, Amos, and Reid

NOES: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

Clerk of Council

INCREASE MADE TO TOWN MANAGER'S SALARY

Mr. Pairet made a motion, seconded by Mr. Hunter, to increase the Town Manager's salary effective October 1, 2023, to \$150,000, and with a recorded vote of Council members Pairet, Yoelin, Hunter, Hardy, Amos, Reid, and Dwyer voting "yes", the motion passed unanimously.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Reid, with all in favor stating "aye", the meeting adjourned at 7:40 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON SEPTEMBER 13, 2023

At the regular meeting of the Farmville Town Council held on Wednesday, September 13, 2023, at 7:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian R. Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Town Attorney Gary Elder, Finance Director Julie Moore, Fire Chief Daniel Clark, Communications Manager Crystal Barton, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order and welcomed all guests including Dr. Eric Hodges’ class from Longwood University.

The Clerk called the roll, noting all Council members were present.

The Lord’s Prayer was recited, followed by the Pledge of Allegiance led by Vice-Mayor Reid.

An acknowledgement was made of the recent passing of a community icon, Francis Eugene Wood. Mr. Wood was an author and a voice of southside Virginia through WFLO Radio. A moment of silence was offered in Mr. Wood’s honor.

ADOPTION OF AGENDA

A motion was made by Mr. Hunter to adopt the agenda as presented, seconded by Mr. Reid, and with all in favor stating “aye”, the motion passed.

PROCLAMATION IN RECOGNITION OF BRIAN KEITH HENSHAW, SR.

Mayor Vincent read the proclamation and offered thanks to Mr. Henshaw.

***PROCLAMATION
IN RECOGNITION OF
BRIAN KEITH HENSHAW, SR.***

WHEREAS, Keith Henshaw is being recognized for his 35 years of federal service to the Farmville community; and

WHEREAS, Mr. Henshaw’s career began as a Part-time Flexible Distribution Clerk for the United States Postal Service on May 7, 1988, and then serving as a Full-time Regular Distribution Clerk for six years offloading/loading mail trucks and processing mail at the Farmville Post Office; and

WHEREAS, Mr. Henshaw filled in as Supervisor in Farmville for one year in a 204-B position, supervising the daily processing of mail for 40+ offices in the 239 area, overseeing the incoming and outgoing of mail trucks, maintaining schedules for truck arrival and departure and overseeing the mail processing; and

WHEREAS, from January 1, 2004, until his retirement on July 31, 2023, Keith Henshaw served the community as a Sales Services and Distribution Associate working in the Farmville Post Office; and

WHEREAS, while also serving in this position as Window Clerk, Mr. Henshaw served for a time as the Officer in Charge of the Red House, Virginia, and Buckingham, Virginia Post Offices, solely managing these two facilities; and

NOW, THEREFORE, BE IT RESOLVED, that I, Brian R. Vincent, join with the citizens of the Town of Farmville, in congratulating Brian Keith Henshaw, Sr. on his retirement from the United States Postal Service.

IN OFFICIAL RECOGNITION WHEREOF, I hereby affix my signature and the Town of Farmville seal on this 13th day of September, 2023.

Brian R. Vincent, Mayor

PRESENTATION ON THE MARY E. BRANCH HERITAGE CENTER

Ms. Shirby Scott Brown, a resident of Prince Edward County, was present to provide a presentation on the Mary E. Branch Heritage Center. A handout was provided. Ms. Scott Brown asked for financial support for their project and reported on an upcoming event scheduled for October 21, 2023, at 8:00 PM-12 midnight at the Fireman's Sports Arena. Council members were asked to come out and support them. Proceeds from the event will go towards the renovation of the Mary E. Branch Heritage Center.

UPDATE FROM PRINCE EDWARD COUNTY ADMINISTRATOR DOUG STANLEY

Prince Edward County Administrator Doug Stanley distributed a handout to Council members and provided an update on the following items:

- The county recently received a **Virginia Association of Counties Achievement Award** for the Prince Edward Cannery Partnership with Virginia Food Works.
- Additional funding was received for Piedmont Regional Jail from the **FY2023-2024 State Budget**, and

Language was added through the Department of General Services to allow for extension of a water line for the Sandy River Water Project, and

Unsuccessful in lobbying for language for the sales tax amendment for school capital improvements.

- Congratulations expressed to Melody Foster, Executive Director of the Commonwealth Regional Council, as the recipient of the **Gordon N. Dixon Achievement Award**.
- Design and financing options for the **Prince Edward County Elementary School Renovation** project were presented to the Board of Supervisors with Option #3 being selected. A grant request will be submitted for a state program to cover up to 20% of the cost.
- A permit modification for the **Prince Edward County Landfill** was received from the Virginia Department of Environmental Quality (DEQ) to increase the maximum allowed tonnage from 175 tons of trash to 300 tons per day, and Working with landfill engineer on the Cell F design.
- Unsuccessful in receiving an award for the **Raise Grant/Third Street Intersection** project, with another application for consideration to be submitted.
- A draft was received of the **Sandy River Permit** from DEQ with an anticipated public notice for a 30-day Public Comment Period being mentioned.
- Working to establish a new **Regional Economic Development Organization** to be centered around Farmville and this community.
- Working with DEALTEK, Ltd.'s Rhett Weiss, on the **Heartland Innovative Technology (HIT) Park Marketing**.
- Engaged a consultant to prepare an economic analysis of the financial implications of the development of the **HIT Park**.
- **HIT Park Infrastructure Design** is being done, which includes an extension of town utilities and construction of a water tank.
- Working with a consultant to produce a requirements document for the **Emergency Communications System** and present it to Motorola, and Applied for another state Homeland Security grant to assist in the final phase of implementation oversight.

- **Assistance to Firefighters Grant** – FEMA grant application submitted, and award received with a 5% match required by the fire departments. The grant will provide 2-3 thermal imaging cameras to all seven fire departments that serve Prince Edward County.

INTRODUCTION OF NEW COMMUNICATIONS STAFF

Communications Manager Crystal Barton was present and provided introductions of the Farmville Emergency Communication new staff members. Crystal Tice, Sadie Jones Watkins, and Matt Swanson were welcomed to the team.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

PUBLIC HEARING – RESOLUTION NO. 2023-09-01 RIVER WALK PHASE II PROJECT

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing on Wednesday, September 13, 2023, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Resolution No. 2023-09-01 – A resolution for the Council of the Town of Farmville, Virginia as an endorsement of Farmville River Walk Phase II Project.**

The Farmville Town Council will consider the request following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided with a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, September 13, 2023.

Questions and comments related to the public hearing may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodation, please contact C. Scott Davis, LP.D., Town Manager, at (434)392-5686, prior to the meeting.

With no one signed up or wishing to speak, the Public Hearing was closed.

PUBLIC COMMENT

Before the public comment period began, Mayor Vincent mentioned the Intergovernmental Service Agreement (IGSA) had not been reviewed and would not be decided at tonight's meeting.

Jen Cox, Director of Local and Community Relations for Longwood University, was present and introduced new Chief of Police and Assistant Vice President for Public Safety, Chief Angela Comer. Ms. Cox also provided an update on current campus activities.

Katie Little, 881 W Lombard Street, Baltimore, MD, called into the meeting to provide comments on the Farmville Detention Center and urged the Town Council to not renew the contract and to close the detention center.

The following persons were present and spoke in opposition of the agreement with the ICA-Farmville Detention Center:

Gabriella Bustillos, 315 W. Third Street, Farmville, VA

Gabriella Gonzalez, Charlottesville, VA

Dr. Kate Sugarman, Rockville, MD

Beatriz Batres, Arlington, VA. An interpretation was provided by Flor Lopez.

Katie, student at the University of Virginia, Charlottesville, VA

Sergio Camacho, 116A Raymond Avenue, Charlottesville, VA

Nat, student at Longwood University, Farmville, VA

Phil Robinson, student at Longwood University, Farmville, VA

Kaylia Bettencourt, student at Longwood University, Farmville, VA

Alina Kilpatrick, 1101 Bainbridge Street, Unit 104, Richmond, VA

Alyssa Ashley, student at Longwood University, Farmville, VA

Caro Campus, Charlottesville, VA

Christian Ephraim

Isha Segal

Katya, student at Longwood University, Farmville, VA

Mayor Vincent closed the Public Comment period and returned to the regular order of business.

CONSENT AGENDA

On motion by Mr. Hunter, seconded by Mrs. Amos, and with all Council members stating “aye”, the consent agenda was approved as presented. The consent agenda includes the draft minutes of the August 2, 2023 Work Session and the August 9, 2023 Regular Council Meeting.

FINANCE REPORT

On motion by Mr. Hardy, seconded by Mr. Reid, and with all Council members stating “aye”, the finance report was approved as presented.

BACKGROUND:

A report for August 2023 was provided by Finance Director Julie Moore. A total of \$18,024.80 was earned at the Virginia Investment Pool (VIP), making a total earned so far of \$79,569.95. There was a total earned for August of \$13,808.77 in the Sweep Accounts with Benchmark Community Bank, for a total earned so far of \$63,245.22. There was a total earned income of \$42,847.01 in August with the money placed with the Local Government Investment Pool (LGIP), for a total earned of \$424,098.05 since investing at LGIP. The total earned income for August 2023 was \$74,680.58.

REQUEST ADOPTION OF RESOLUTION NO. 2023-09-01 RIVER WALK PHASE II PROJECT

Mr. Dwyer made a motion to adopt Resolution No. 2023-09-01, seconded by Mr. Hunter, and with a recorded vote of Council members Reid, Dwyer, Pairet, Yoelin, Hunter, Hardy, and Amos voting “yes”, the motion passed unanimously.

BACKGROUND:

The River Walk Phase II Project was discussed at the September 6, 2023 Work Session. The town already has committed to the first phase and has been awarded the project through the Transportation Alternatives Program with the Virginia Department of Transportation. Phase Two is the next phase and Resolution No. 2023-09-01 will allow the project to move forward with a grant application being made. A Public Hearing was held on September 13, 2023.

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

REQUEST ADOPTION OF RESOLUTION NO. 2023-09-02 VDOT LOCAL SHARE AGREEMENT

Mr. Reid made a motion to adopt Resolution No. 2023-09-02 VDOT Local Share Agreement, seconded by Mr. Hunter, and with a recorded vote of Council members Dwyer, Pairt, Yoelin, Hunter, Hardy, Amos, and Reid voting “yes”, the motion passed unanimously.

BACKGROUND:

The Town Manager reported on an updated resolution being required by the Virginia Department of Transportation every four years in order to receive grant funding, such as state of good repair funding, and to designate signatory authority.

RESOLUTION NO. 2023-09-02

AFFIRMING COMMITMENT TO FUND THE LOCALITY SHARE OF PROJECTS UNDER
AGREEMENT WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION AND PROVIDE
SIGNATURE AUTHORITY

WHEREAS, the Town of Farmville is a recipient of Virginia Department of Transportation funds under various grant programs for transportation related projects; and

WHEREAS, the Virginia Department of Transportation requires each locality, by resolution, to provide assurance of its commitment to funding its local share; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Farmville hereby commits to fund its local share of preliminary engineering, right-of-way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED that the Town Manager and/or his designee is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

Approved: _____

Mayor

Attest: _____

Clerk of Council

I certify that the above resolution was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairret _____.

The Honorable Adam Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John Hardy _____.

**REQUEST ADOPTION OF RESOLUTION NO. 2023-09-03 AMENDING THE FY 2023-2024
CLASSIFICATION AND COMPENSATION PLAN**

Mr. Hardy made a motion to adopt Resolution No. 2023-09-03 Amending the FY 2023-2024 Classification and Compensation Plan, seconded by Mr. Dwyer, and with a recorded vote of Council members Pairret, Yoelin, Hunter, Hardy, Amos, Reid, and Dwyer voting “yes”, the motion passed unanimously.

BACKGROUND:

The proposed change to the FY 2023-2024 Classification and Compensation Plan was discussed at the September 6, 2023 Work Session. Resolution No. 2023-09-03 would allow for a Residential Building Inspector position to be added which would have residential permitting and local code enforcement duties.

Resolution #2023-09-03

Amending the Town of Farmville Classification and Compensation Plan for Fiscal Year 2023-2024

WHEREAS, the Town Council has considered an amendment to the Classification and Compensation Plan that provides for the addition of a Residential Code Inspector position in the Plan that was adopted under Resolution #2023-05-04; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Classification and Compensation Plan for Fiscal Year 2023-2024 is hereby amended and approved.
2. This resolution shall be in full force and effect on September 13, 2023.

Approved:

Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairat _____.

The Honorable John Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

**REQUEST ADOPTION OF RESOLUTION NO. 2023-09-04 VDEM GRANT FOR
RETENTION PAY FOR PSAP EMPLOYEES**

Mr. Pairet made a motion to adopt Resolution No. 2023-09-04 VDEM Grant, seconded by Mr. Hunter, and with a recorded vote of Council members Yoelin, Hunter, Hardy, Amos, Reid, Dwyer and Pairet voting “yes”, the motion passed unanimously.

BACKGROUND:

A Public Safety Answering Point (PSAP) Staffing Recognition Grant opportunity was discussed at the September 6, 2023 Work Session. A report was provided by Chief of Police Andy Ellington and Communications Manager Crystal Barton on the proposed retention pay for PSAP employees. The Virginia Department of Emergency Management (VDEM) grant would provide for a one-time payment of \$2500 for each full-time dispatcher, and \$1250 for part-time PSAP staff. The town would be required to provide payment upfront to employees and then be reimbursed by VDEM. The only expense for the town would be an approximate cost of \$3700 in payroll taxes that could be covered in the current fiscal year approved budget.

Resolution #2023-09-04

Authorization to Accept VDEM Grant for Retention Pay for PSAP Employees

WHEREAS, the Town of Farmville Emergency Communication Department applied for a grant through the Virginia Department of Emergency Management (VDEM) for a one time retention compensation for all PSAP employees; and

WHEREAS, the Commonwealth of Virginia recognizes the shortage in staffing in these positions and the critical service that these employees provide to communities; and

WHEREAS, the Town Council of the Town of Farmville recognizes the critical need of these positions; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

3. The Town of Farmville Town Council approves the Town Manager to sign for the grant if approved by VDEM.
4. The employees will be paid from existing Town funds and reimbursed by VDEM for the retention pay, in accordance with the grant.
5. This resolution shall be in full force and effect upon passage.

Approved:

Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

TOWN MANAGER’S REPORT

The Town Manager provided an update on several items:

- The Public Works Department is inventorying connections to residences or businesses to ensure there are no longer any lead pipes, and reported every locality in Virginia has to do its part in the process of trying to alleviate any remaining lead pipes in communities.
- The Recreation Department has had a large increase in the football and cheerleading programs with approximately 150 kids enrolled to play football this year.

- With the VDOT Local Share Agreement passed, some state of good repair funding can be received to complete another portion of West Third Street. The project will be totally funded by the Commonwealth and at no cost to the town.
- The Farmville Industrial Development Authority is applying for an Industrial Revitalization Fund (IRF) grant for Farmville Downtown Partnership to help obtain and revitalize 109 and 111 North Main Street. Finance Director Julie Moore and Purchasing Agent Kim Thompson will be working with IDA members on the grant application.
- Reminder that the Heart of Virginia festival is Saturday, September 16, 2023, with road closures on High Street and Main Street being noted.
- Dr. Davis reported he will not be attending the October Work Session due to traveling from the ICMA conference on that date. Mayor Vincent noted the following week some of the Council members will be returning from the Virginia Municipal League conference and the Clerk and Deputy Clerk also will be attending a clerk's conference during that time. There was consensus from Council to cancel the October 4, 2023 Work Session and have light material on the agenda for the October 11, 2023 Regular Council meeting.
- The Town Manager reported that it was not the understanding that the September 15th date, as referenced in this meeting and some others, was the agreement between the Town of Farmville and the Department of Homeland Security. It was reported an email was received this date from the Chief Financial Officer at ICA-Farmville, asking for a review and signature for the Intergovernmental Service Agreement (IGSA). The Town Manager advised he would not be signing the agreement without the Council's approval, and that additional conversations are needed. The total revenue received from the agreement per diem from the last few years was reported. How the per diem amount in the general fund budget can be replaced was discussed. It was noted the town is growing in other categories business-wise from meals tax and has some other interests in the coming future. There is also interest income being earned from investing with the Local Government Investment Pool. A discussion was held with input provided by several Council Members.

TOWN MANAGER AND LEGAL COUNSEL TO REVIEW IGSA CONTRACT RENEWAL

Mr. Pairet made a motion for the Town Manager to look into, with legal counsel, the ramifications of not signing the IGSA contract currently on the table with the Department of

Homeland Security, and that Town Council might not take any actions on the contract regardless, until the facts are known, seconded by Mrs. Amos, and with a recorded vote of Council members Amos, Reid, Dwyer, Pairet, Yoelin, Hunter, and Hardy voting “yes”, the motion passed unanimously.

COMMENTS BY THE MAYOR AND TOWN COUNCIL

Mr. Hardy expressed his appreciation for everyone coming in to speak, for their involvement in local government, and for the students and local residents who were in attendance.

Mr. Hunter commented on the required due diligence and being glad to see everyone.

Mr. Yoelin thanked all for their attendance and for their participation.

Mr. Pairet provided a comment that participants were heard.

Mr. Dwyer expressed his appreciation to the participants. A report also was provided from a call he received from someone who received a parking ticket. A suggestion was made to consider modifying the current procedure and mail the parking permits out to residents in these areas at no charge.

The Town Manager reported on the residential parking permits required for parking on certain streets in proximity to Longwood University. It was noted the \$5 fee for two parking permits barely covers the cost of having the parking decals printed. Parking tickets were issued on two of the streets, First and Second Avenues, and it was put out there after the fact, if a resident received a parking ticket and then showed they had a parking pass even though it wasn't displayed, they would be considered compliant. If they came in and purchased their required parking permit, they would be considered compliant.

Mayor Vincent suggested the topic be discussed further at the November 1, 2023 Work Session with costs provided for the decals and the cost for staff's time to disseminate.

Mr. Dwyer stated further he is seeking an easier way to get the permits into residents' hands without them having to come down to the Town Hall.

Mr. Hunter mentioned wanting to see what the cost is to have town-wide parking permits.

Mr. Hardy noted there are streets that have no curb and nowhere to park.

The discussion concluded with the Town Manager asking for the conversation to be kept more at a policy level.

Mr. Reid thanked all the participants, asked that time be allowed for discussion and decision on the topic, and asked all to drive home safely.

Mrs. Amos thanked all for attending and for being peaceable and asked if Mayor Vincent could provide an update on how the Council will proceed with the Intergovernmental Service Agreement for those returning to the Council Chambers.

Mayor Vincent provided an update and reported on his monthly activities:

- Spoke with the Hampden-Sydney College freshman leadership students from the Wilson Center along with Odessa Pride, Megan Clark, and Doug Stanley, to welcome them to our community and introduce them to the local government.
- Attended a Department of Wildlife Resources meeting in Richmond with some constituents from our area to discuss hound hunting versus private landowners.
- Attended various Joan Perry Brock Grand Opening events.
- Met with Longwood University President Reveley who extended an invitation to be the keynote speaker at the first convocation in the Joan Perry Brock Center.
- A shout out to the Farmville Downtown Partnership for the Rock the Block event.
- Attended a Fireworks After Dark recap to discuss the event.
- Conducted multiple Oliver Anthony interviews with CNN, *American Conservative*, *Washington Post* and *The FAS*, a newspaper from Germany.
- Met with some constituents concerning complaints of people parking in the Avenues without parking permits. Residents will receive an update from Jackie Vaughan with their water bills that will provide a rundown of what is required of each town resident to stay in compliance going forward.
- Attended a VML Legislative Committee Meeting about upcoming issues in the General Assembly.

There being no other business and on a motion by Mrs. Amos, seconded by Mr. Reid, with all in favor stating “aye”, the meeting adjourned at 8:55 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 11.a. – September 2023 Finance Report

BACKGROUND: Report provided by Finance Director Julie Moore.

RECOMMENDATION: Approve the Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. Finance Report - September 2023
2. Expense - All Funds CY Vs PY YTD
3. Expense - All Funds YTD Expenses Vs Budgets
4. Expense - GF YTD Expense Vs Budgets
5. Expense - GF YTD Expenses CY Vs PY
6. Rescue Squad Expenses-Sept 2023
7. Rescue Squad YTD Totals thru 9-30-23
8. Revenue - All Funds CY Vs PY YTD
9. Revenue - All Funds YTD Revenue Vs Budgets
10. Revenue - GF YTD Revenue CY Vs PY
11. Revenue - GF YTD Revenue Vs Budgets
12. Revenue Report - August 2023
13. Salary Report - August 2023
14. Variable Revenue-Chart-Sept 2023
15. Manual Checks for the Month of September 2023

TOWN OF FARMVILLE
FINANCE REPORT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE MONTH OF SEPTEMBER 2023

FUND NUMBER	FUND TITLE	BALANCE 09/01/2023	NET CHANGE	BALANCE 09/30/2023
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	\$ 1,490,947.49	\$ (264,731.46)	\$ 1,226,216.03
15	ST MAINT FUND	226,374.36	448,859.38	675,233.74
40	WATER FUND	2,276,662.58	(163,288.25)	2,113,374.33
42	SEWER FUND	2,948,123.59	83,066.80	3,031,190.39
44	TRANSPORTATION FUND	1,111,186.84	66,500.66	1,177,687.50
45	AIRPORT FUND	94,741.68	25,758.10	120,499.78
TOTAL	UNRESTRICTED FUNDS	8,148,036.54	196,165.23	8,344,201.77
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	6,048,822.43	(187,727.21)	5,861,095.22
10	ENHANCED 911-WIRELESS	404,783.34	11,200.66	415,984.00
10	E911-RESERVE	133,034.19	16.40	133,050.59
10	SET ASIDE ACCOUNT	2,571,085.01	(653,149.41)	1,917,935.60
10	E-CITATION	24,057.76	1,001.07	25,058.83
10	MEDICAL COMPENSATION	281,581.60	816.42	282,398.02
61	PAULETTE FUND	165.38	0.04	165.42
70	NARCOTICS FUND	11,240.49	1.39	11,241.88
70	TASK FORCE	2,147.12	0.26	2,147.38
TOTAL	RESTRICTED FUNDS	9,476,917.32	(827,840.38)	8,649,076.94
TOTAL ALL FUNDS		\$ 17,624,953.86	\$ (631,675.15)	\$ 16,993,278.71

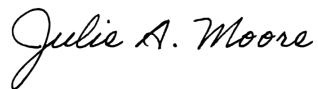
UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

PETTY CASH	\$ 2,500.00
VIP ACCT - GOLF SALE PROCEEDS	937,733.88
VIP ACCTS - UNRESTRICTED	2,051,405.02
LGIP ACCT - UNRESTRICTED	554,969.19
CHECKING ACCT-BENCHMARK-AIRPORT	286,329.94
CHECKING ACCOUNT-BENCHMARK-UNRESTRICTED	4,511,263.74
TOTAL UNRESTRICTED FUNDS	\$ 8,344,201.77

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

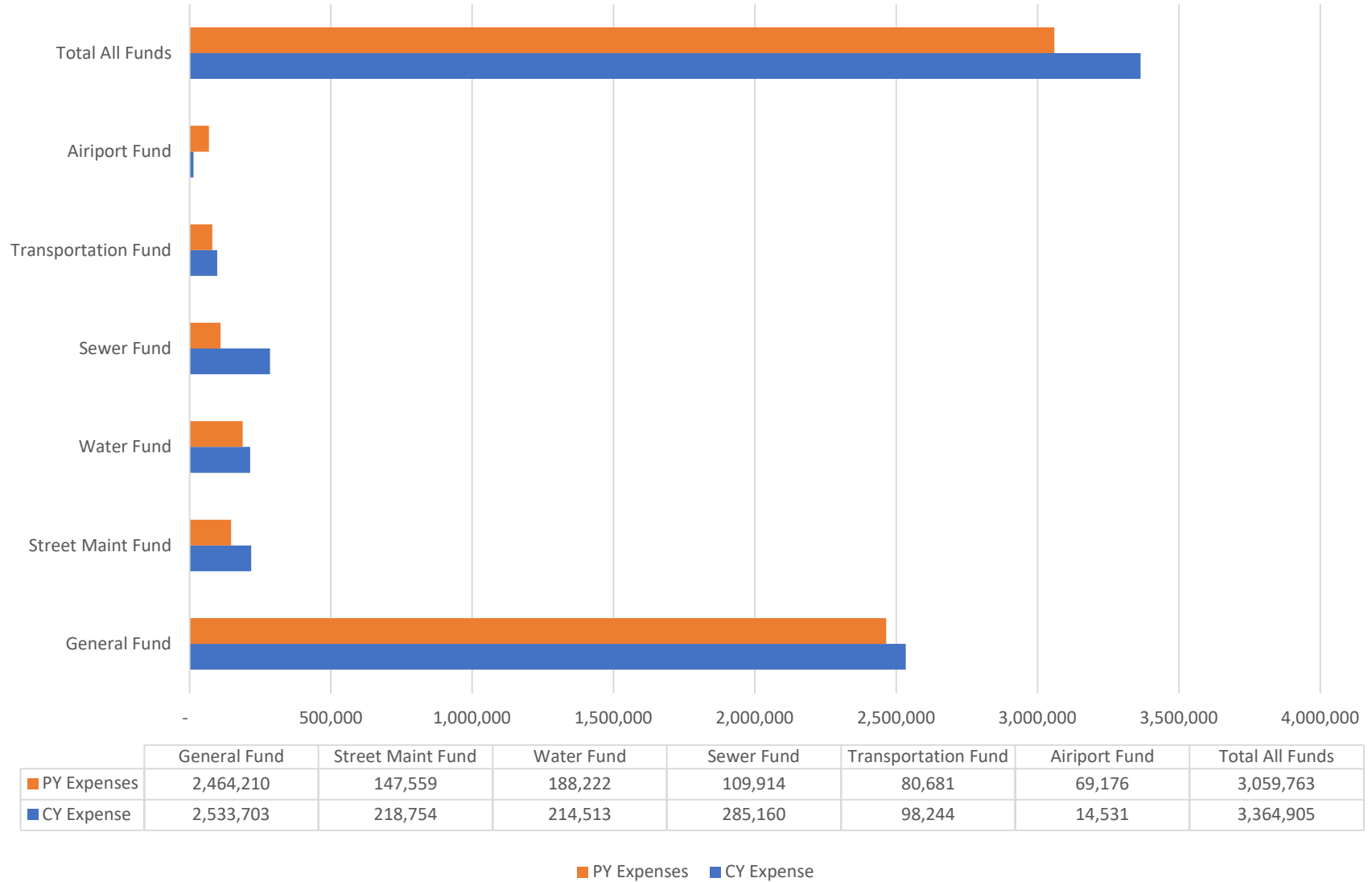
INTEREST CHECKING-BENCHMARK-ARPA-COVID FUNDS	\$ -
LGIP ACCT - ARPA -COVID FUNDS	5,861,095.22
MONEY MARKET - BENCHMARK - 911 WIRELESS	108,273.26
VIP ACCT - WIRELESS	307,710.74
INTEREST CHECKING-BENCHMARK-E911 RESERVE	133,050.59
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT	586,924.20
LGIP ACCT - SET ASIDE ACCOUNT	908,133.64
VIP ACCT - SET ASIDE ACCOUNT	422,877.76
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT	25,058.83
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION	282,398.02
PASSBOOK SAVINGS - BENCHMARK - PAULETTE TRUST FUND	165.42
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE	11,241.88
INTEREST CHECKING-BENCHMARK-TASK FORCE	<u>2,147.38</u>
TOTAL RESTRICTED FUNDS	\$ 8,649,076.94

RESPECTFULLY SUBMITTED:



Julie A. Moore, CPA, CFE, CGFM

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

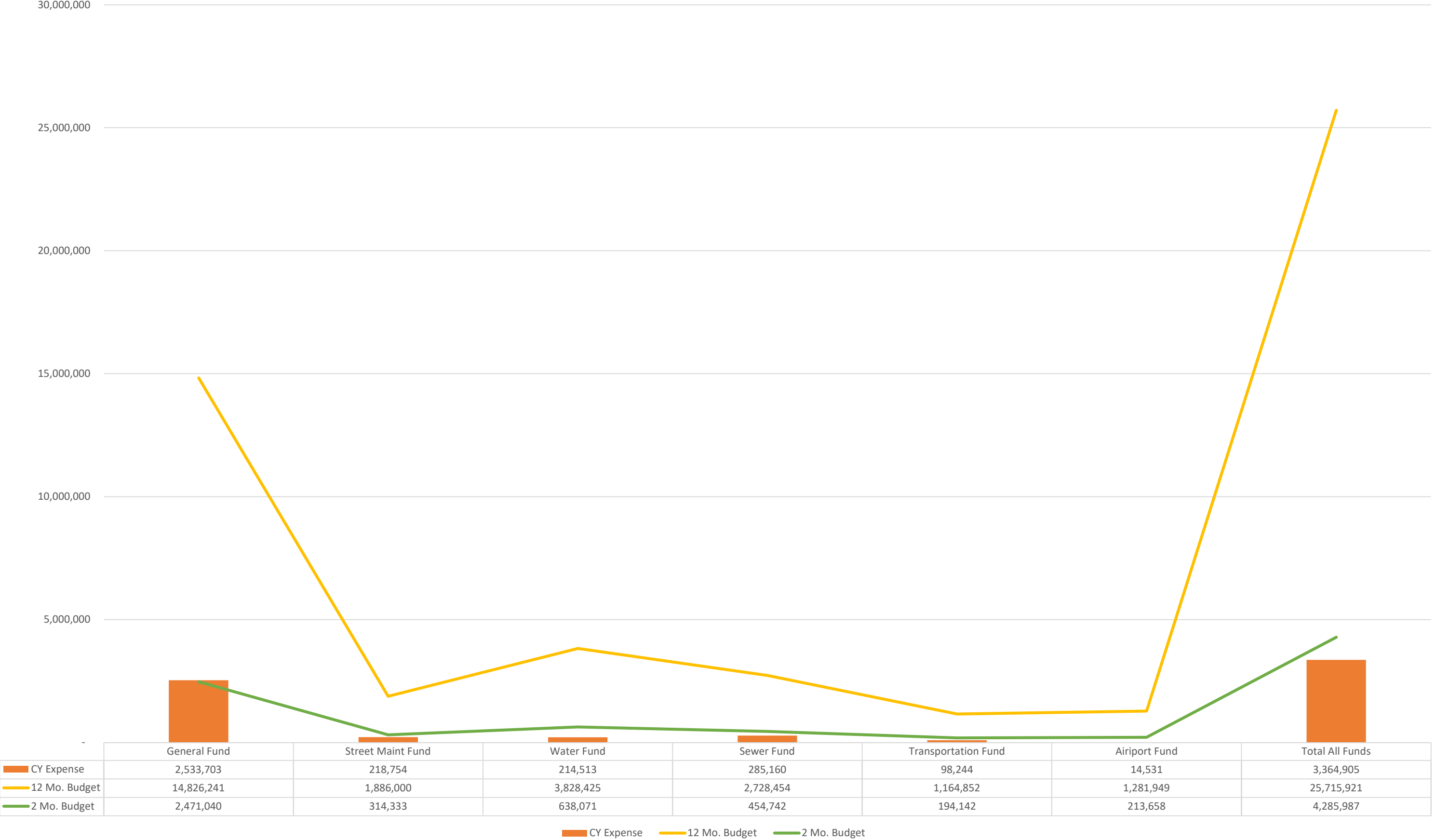


Notes on comparisons:

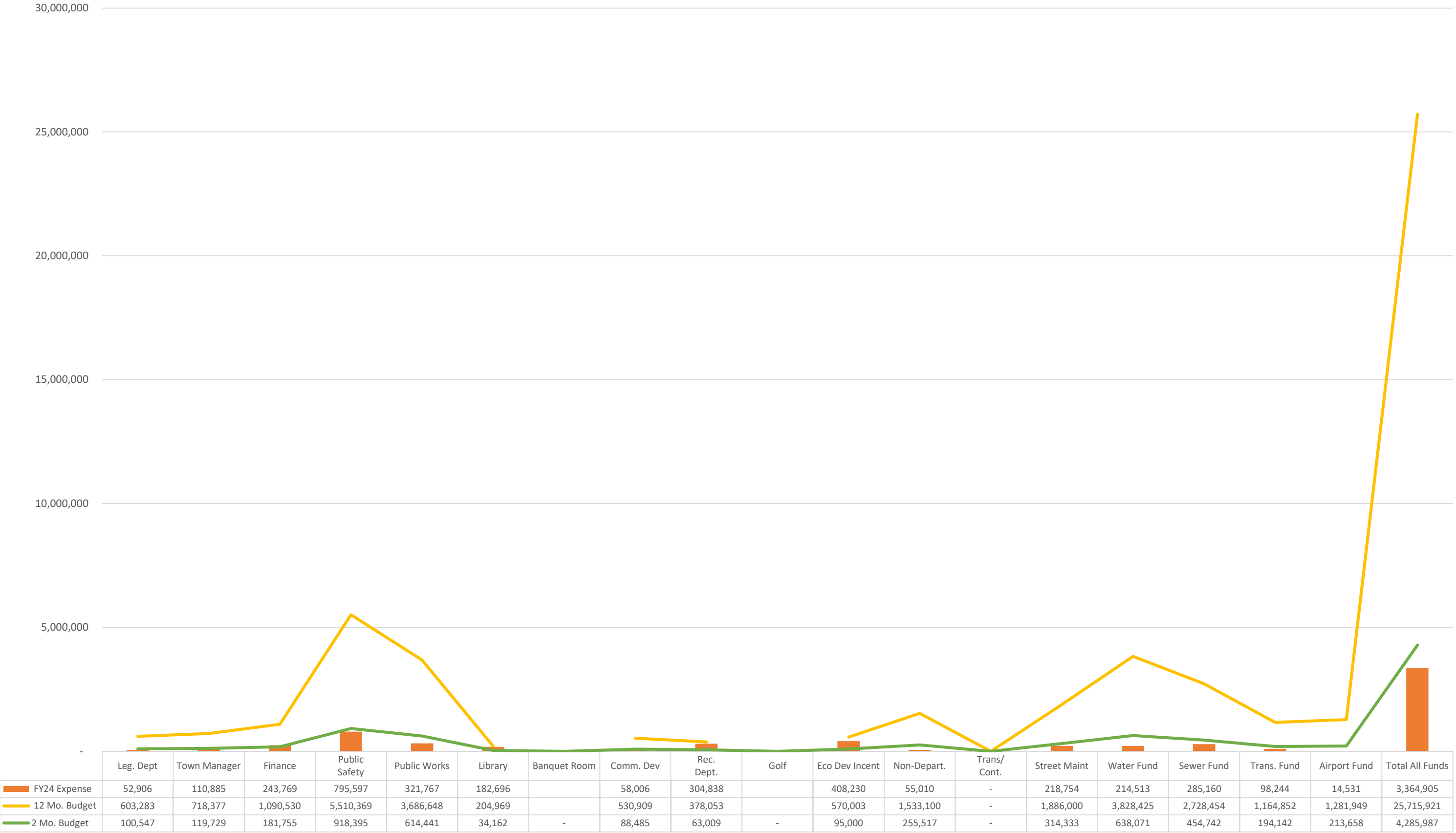
General Fund: The increase is related to some items that budgeted for FY23 that will be rolled over into FY24 and were paid for in FY24 due to when the items were received, such as a partial payment of the splashpad and the software for finance (OpenGov).

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

August 2023 Actual Vs 12 Month Budget and 2 Month Budget



August 2023 - YTD Expenses Vs. 12 Month Budget and 2 Month Budget



FY24 Expense 12 Mo. Budget 2 Mo. Budget

Current Year Vs. Budget Notes:

Finance Department: Once budget funds are rolled over from the previous year this department will no longer be overspent. The overspending is caused by the OpenGov software purchased in June but not billed or paid for until July.

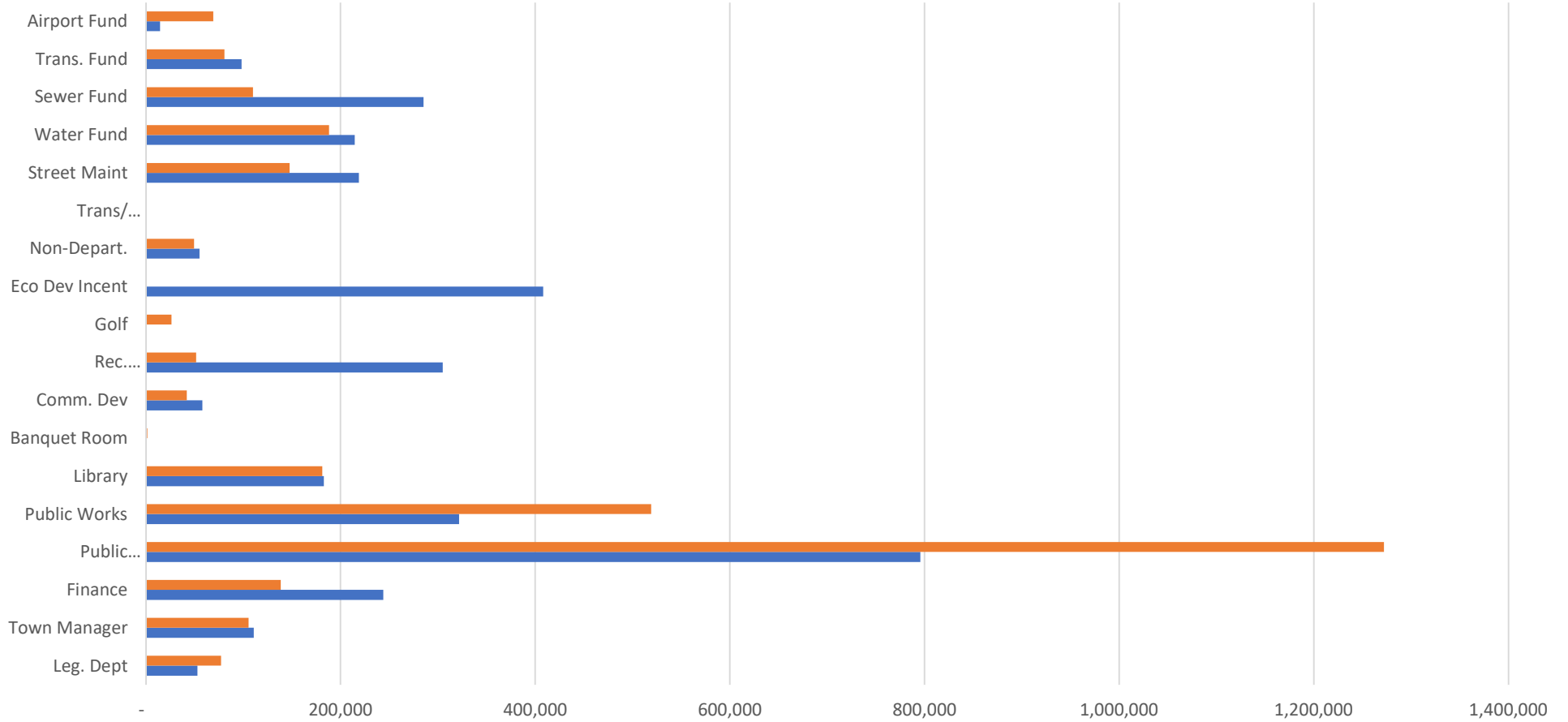
Library: The appropriation to the library is made once a year and has already been made for FY24, in the amount of \$180,000. The two-month budget assumes an equal amount is spent each month on the library.

Recreation Department: Once budget funds are rolled over from the previous year this department will no longer be overspent. The overspending is caused by the Splashpad equipment purchased in July and August 2023.

Economic Development Incentives: The contribution to the IDA of \$350,000 was made in one payment. The two-month budget assumes an equal amount is spent each month for this department.

All other departments are under the two-month budget.

Current Year Expenses Vs. Prior Year Expenses - August 2023



■ FY23 Expense ■ FY24 Expense

Notes on comparisons:

Finance: Increase in current year is related to the purchase of OpenGov software that was billed in July 2023.

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

Recreation: Increase in the current year is related to the purchase of the equipment for the splashpad in July and August 2023.

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. The increase in the current year is related to the one-time contribution to the IDA for \$350,000.

Sewer Fund: Increase in current year is related to sludge removal expense of \$118,872, no such expense had occurred at this point in prior year.

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

SEPTEMBER MONTHLY COST-RESCUE SQUAD

<u>DATE</u>	<u>VEHICLE</u>	<u>DESCRIPTION OF SERVICE</u>	<u>Man</u>	<u>LABOR</u>	<u>MATERIAL</u>	<u>EQUIPMENT</u>	<u>FUEL</u>
			<u>Hours</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>
6-Sep	Medic 14	Air compressor, front & rear brakes, rotors	24	\$ 627.44	\$2,868.18		
7-Sep	Rescue 10	Oil Change	3	\$78.43	\$43.76		
19-Sep	Building	Cut grass at Rescue Squad	8	\$128.79			
30-Sep	Medic 10	Circuit breaker bad for air compressor on air horne & spot snow chains.	3	\$86.11	\$10.86		
		Cut grass at Rescue Squad				\$310.00	
		Fuel Cost					\$1,993.70
		Total Labor Cost		\$920.77			
		Total Material Cost		\$2,922.80			
		Total Equipment Cost		\$310.00			
		Total Fuel Cost		<u>\$1,993.70</u>			
		Total September		\$6,147.27			

YTD Total

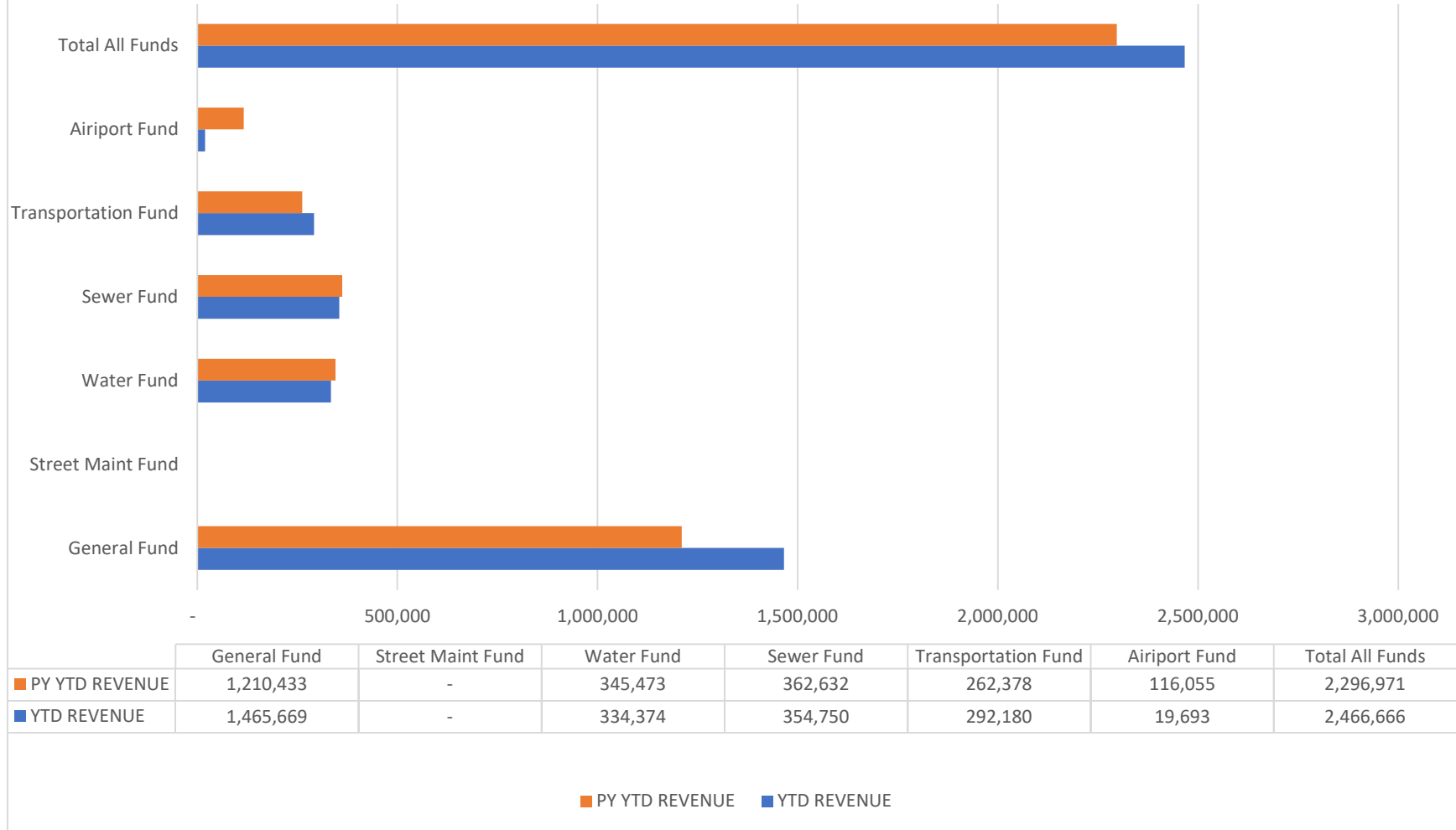
\$19,245.33

Year-to-Date Costs - Rescue Squad
July - June 2024

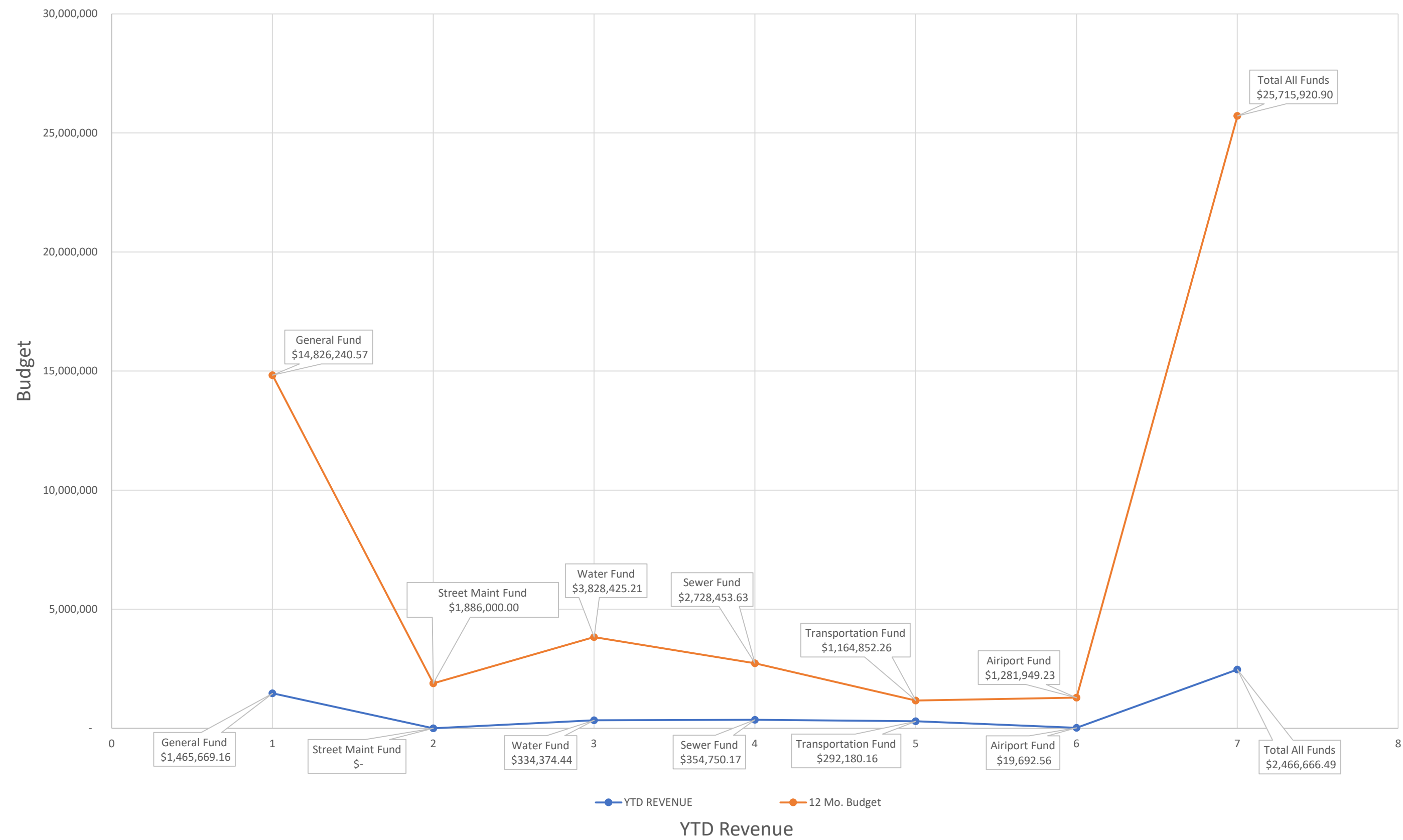
2023-2024

	<u>July</u>	<u>August</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
Labor	1,239.65	1,182.76	920.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$3,343.19
Materials	4,902.21	813.09	2,922.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$8,638.10
Equipment	310.00	310.00	310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$930.00
Fuel	<u>2,028.25</u>	<u>2,312.09</u>	<u>1,993.70</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$6,334.04</u>
	\$8,480.11	\$4,617.94	\$6,147.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,245.33

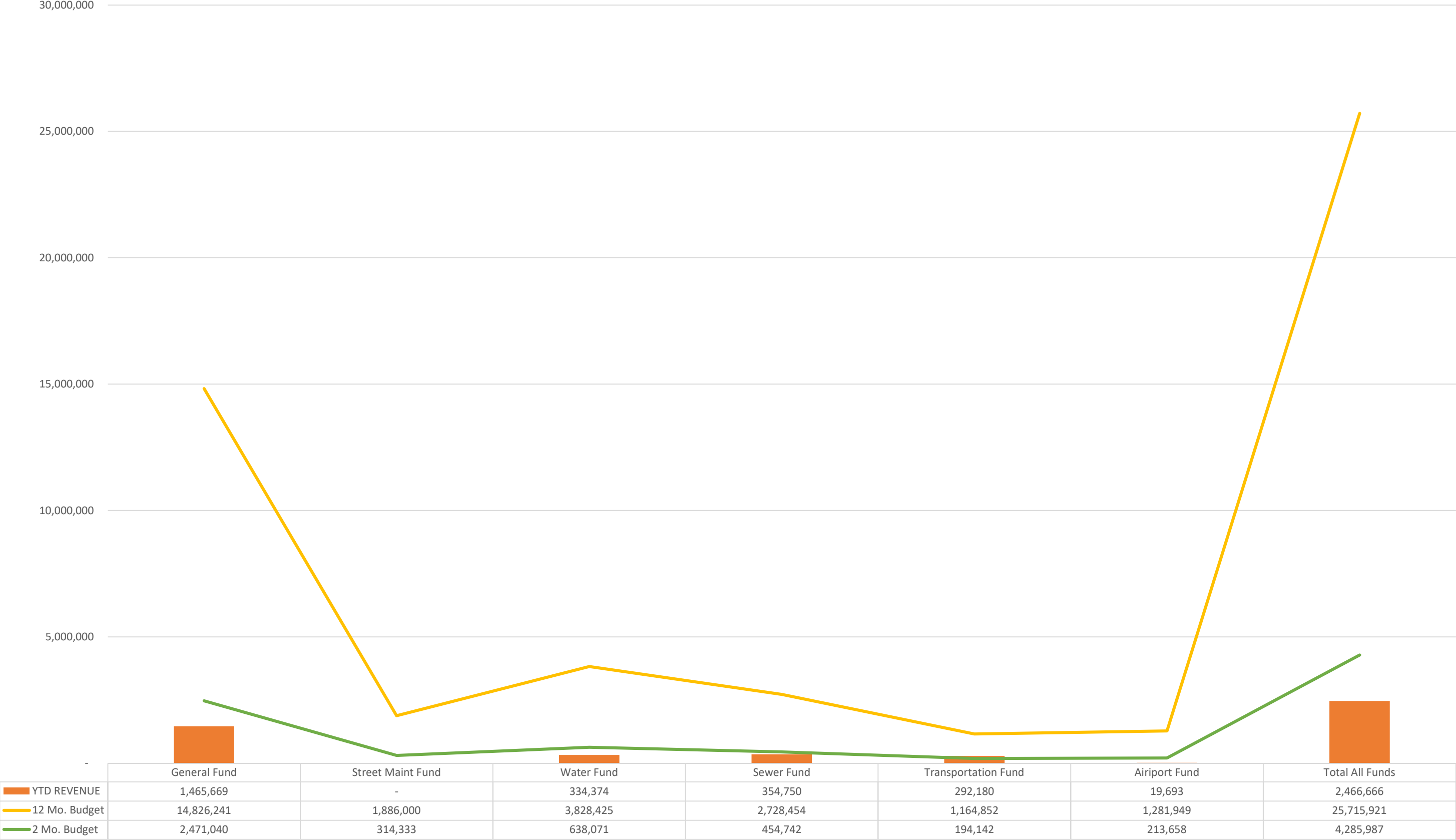
CURRENT AUGUST 2023 COMPARED TO PRIOR AUGUST 2022 YTD REVENUE



Revenue of Funds - YTD- August 2023

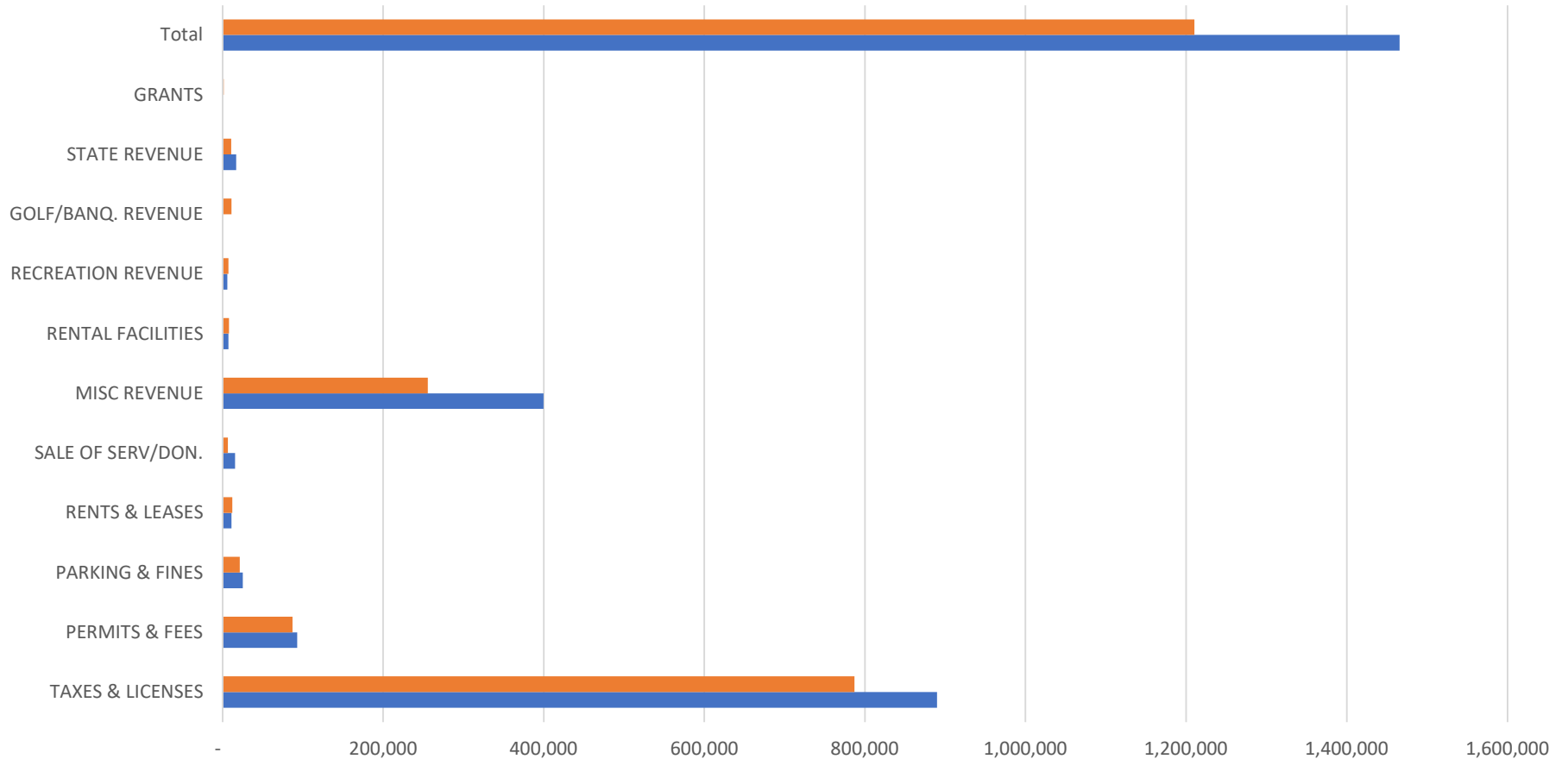


August 2023 Actual Vs. 12 Month Budget and 2 Month Budget



YTD REVENUE 12 Mo. Budget 2 Mo. Budget

GENERAL FUND REVENUE - AUGUST 2023 COMPARED TO AUGUST 2022



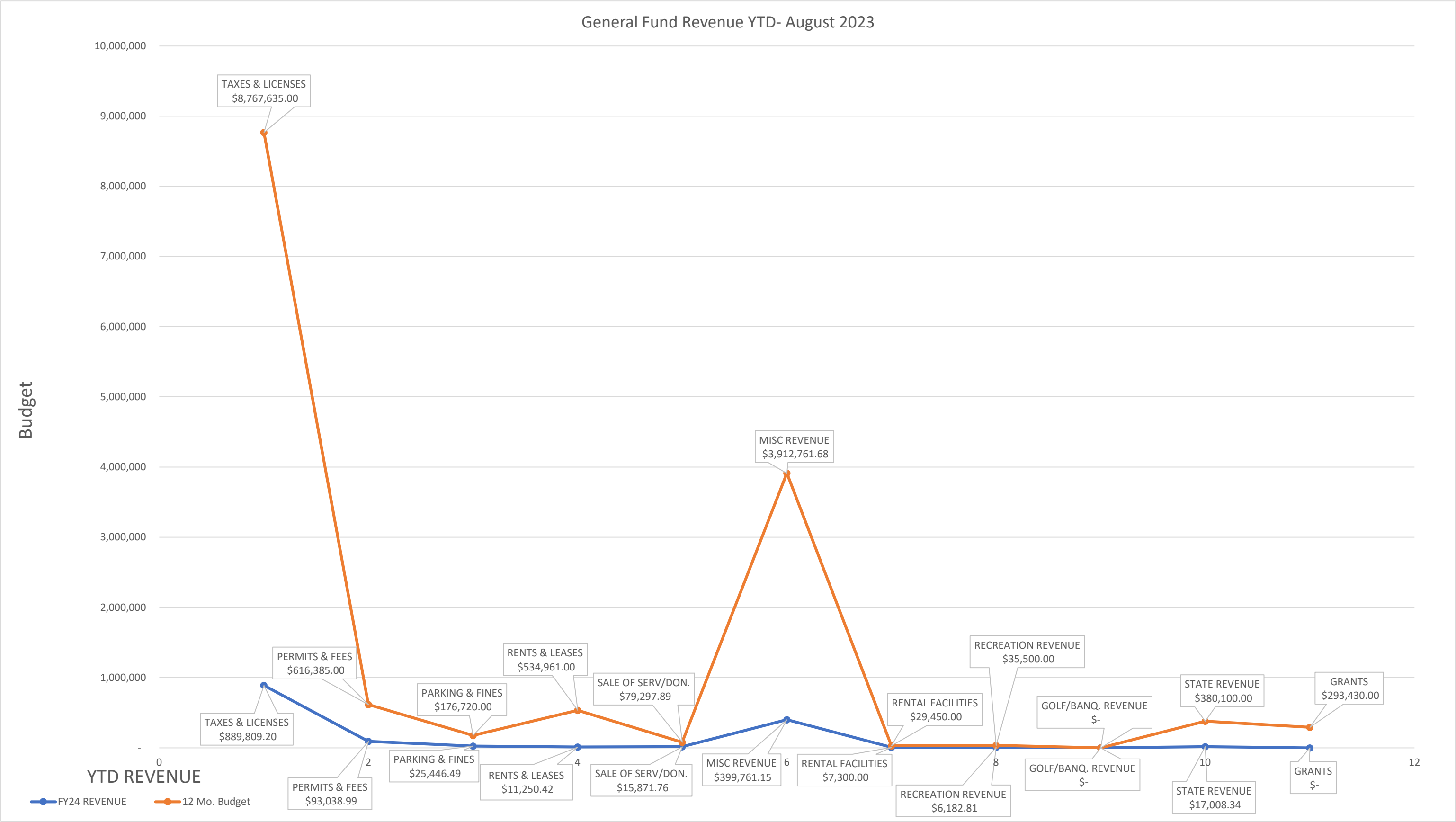
	TAXES & LICENSES	PERMITS & FEES	PARKING & FINES	RENTS & LEASES	SALE OF SERV/DON.	MISC REVENUE	RENTAL FACILITIES	RECREATION REVENUE	GOLF/BANQ. REVENUE	STATE REVENUE	GRANTS	Total
FY23 REVENUE	787,024	87,161	21,535	12,420	6,898	255,808	8,288	7,480	11,374	10,987	1,456	1,210,433
FY24 REVENUE	889,809	93,039	25,446	11,250	15,872	399,761	7,300	6,183	-	17,008	-	1,465,669

■ FY23 REVENUE ■ FY24 REVENUE

Notes on comparisons:

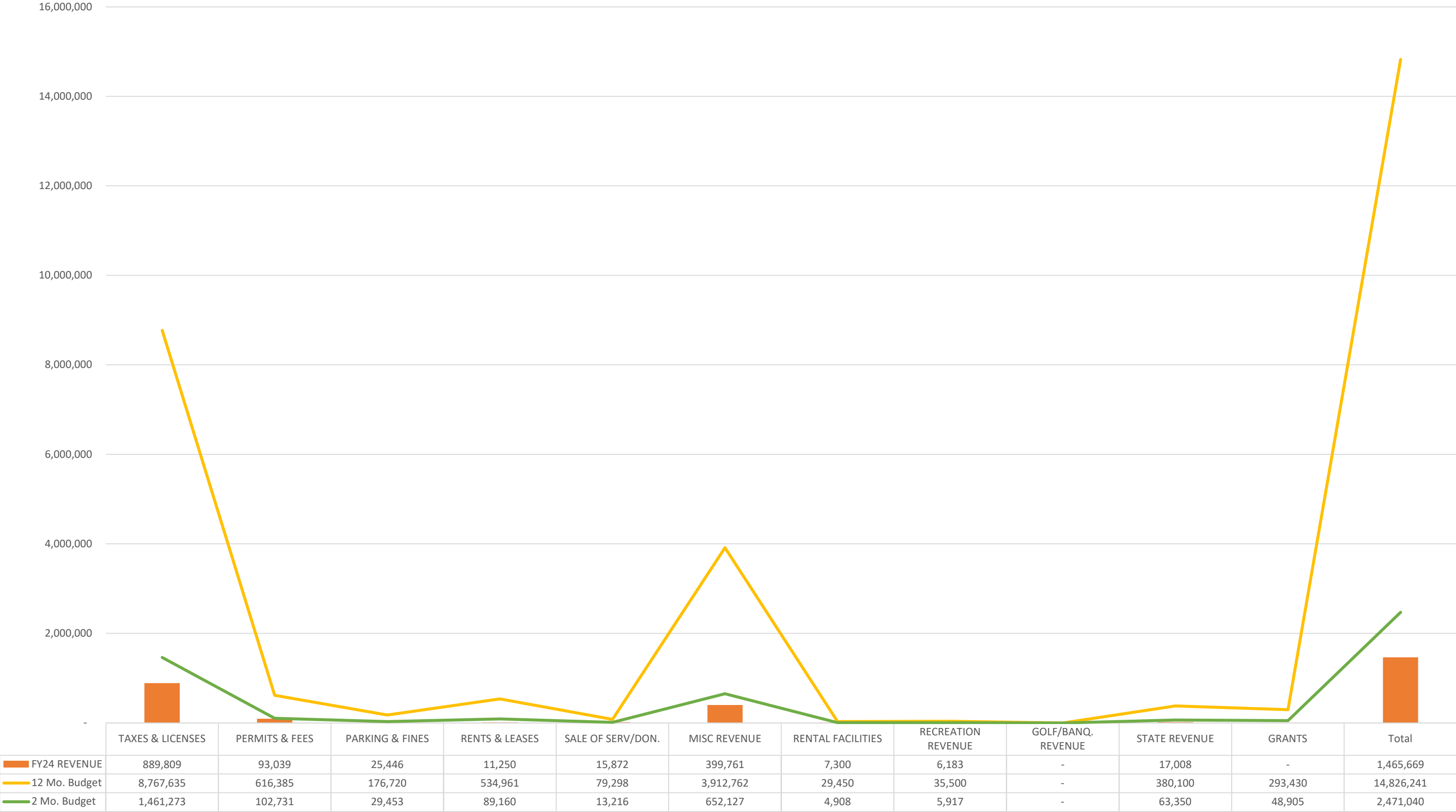
Taxes and Licenses: Taxes are mainly up due to the increase in meals, lodging and cigarette tax.

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.

August 2023 General Fund - YTD Revenue Vs. 12 Month Budget and 2 Month Budget



FY24 REVENUE 12 Mo. Budget 2 Mo. Budget

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1101-0001	CURRENT REAL PROP TAXES	298.35	531.83	810,000.00	0.07%
10-1102-0001	CURRENT PUBLIC SERVICE CORP TA	-	-	62,590.00	0.00%
10-1103-0001	CURRENT PERSONAL PROPERTY TAX	-	121.50	273,030.00	0.04%
10-1106-0001	PENALTIES-TAXES	194.72	465.91	1,500.00	31.06%
10-1106-0002	INTEREST-TAXES	108.04	1,705.48	1,500.00	113.70%
10-1106-0003	PENALTY-PP TAX	-	12.15	500.00	2.43%
10-1106-0004	INTEREST-PP TAX	-	2.23	15.00	14.87%
10-1107-0001	DELIQUENT TAXES	1,641.05	4,631.67	5,000.00	92.63%
10-1200-0001	CONSUMPTION TAX	-	2,267.21	26,000.00	8.72%
10-1201-0001	SALES TAX	-	42,138.47	450,000.00	9.36%
10-1202-0001	UTILITY TAX	-	30,163.86	360,000.00	8.38%
10-1203-0001	BUSINESS LICENSE TAX	5,779.99	6,835.65	1,525,000.00	0.45%
10-1203-0099	PENALTY-BUSINESS LICENSES	-	-	5,000.00	0.00%
10-1204-0001	BANK FRANCHISE TAXES	-	-	235,000.00	0.00%
10-1204-0004	RIGHT OF WAY ACCESS FEE	-	2,830.43	16,000.00	17.69%
10-1205-0001	MOTOR VEHICLE LICENSES	(902.48)	-	75,000.00	0.00%
10-1206-0001	COMMUNICATION SALES & USE TAX	-	-	360,000.00	0.00%
10-1210-0001	LODGING TAX	68,058.70	142,278.69	750,000.00	18.97%
10-1211-0001	FOOD TAX	314,015.67	608,877.57	3,625,000.00	16.80%
10-1211-0099	PENALTY/INT-FOOD/LODGING TAX	863.42	886.98	2,000.00	44.35%
10-1220-0001	SANITATION FEE	33,103.67	65,607.49	390,000.00	16.82%
10-1301-0001	FERN BEAUTIFICATION PROJECT	-	-	2,500.00	0.00%
10-1302-0002	BRANCH OUT TREE PROGRAM	25.00	25.00	5,000.00	0.50%
10-1303-0005	VARIANCE FEE	-	-	250.00	0.00%
10-1303-0006	CONDITIONAL-USE-PERMITS	-	-	500.00	0.00%
10-1303-0007	ZONING & RE-ZONING FEES	-	150.00	1,000.00	15.00%
10-1303-0008	BUILDING PERMITS	2,075.80	3,350.80	30,000.00	11.17%
10-1303-0009	SURVEYOR-SITE INSPEC-E&S,RENTAL EQUIP	-	200.00	500.00	40.00%
10-1303-0010	PARTY BIKE PERMIT	-	-	365.00	0.00%
10-1303-0020	STATE SURCHRG-BLDG PERMIT FEE	41.52	67.02	500.00	13.40%
10-1303-0031	FITNESS PROGRAM REVENUE	-	-	200.00	0.00%
10-1303-0032	KARATE PROGRAM REVENUE	365.00	595.00	800.00	74.38%
10-1303-0033	PICKLEBALL PROGRAM REVENUE	80.81	80.81	500.00	16.16%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1303-0071	FOOTBALL PROGRAM REVENUE	3,827.00	4,777.00	15,000.00	31.85%
10-1303-0072	SOFTBALL PROGRAM REVENUE	-	-	1,500.00	0.00%
10-1303-0073	SUMMER CAMP REVENUE	-	730.00	12,000.00	6.08%
10-1303-0077	SPONSORSHIP-JINGLE BELL RUN	-	-	1,500.00	0.00%
10-1303-0078	REGISTRATION FEE-JINGLE BELL R	-	-	2,000.00	0.00%
10-1303-0079	REVENUE-ADULT BASKETBALL LEAGU	-	-	2,000.00	0.00%
10-1304-0001	SUBDIVISION EXAMINATION FEES	-	-	50.00	0.00%
10-1307-0001	PLAN REVIEW-BLDG INSPECTOR	-	-	500.00	0.00%
10-1307-0002	CERTIFICATE OF OCCUPANCY-BLDG	-	-	100.00	0.00%
10-1308-0001	FINGERPRINT FEE	-	-	20.00	0.00%
10-1309-0001	SURVEYOR-PLAN REVIEW	-	-	500.00	0.00%
10-1311-0001	BURN PERMIT	-	-	400.00	0.00%
10-1401-0001	COURT FINES & COSTS	-	10,052.99	65,000.00	15.47%
10-1401-0002	PARKING FINES	1,487.06	2,161.82	20,000.00	10.81%
10-1401-0004	LIENS ON REAL ESTATE	70.00	140.00	500.00	28.00%
10-1402-0003	E-CITATION	-	915.22	5,000.00	18.30%
10-1501-0001	INTEREST-REPO	13,270.57	29,630.41	9,000.00	329.23%
10-1501-0002	INT-BENCHMARK-ARPA-COVID-RESTRICTED	-	-	100,000.00	0.00%
10-1501-0003	INTEREST-MEDICAL COMPENSATION	840.66	1,652.08	70,172.12	2.35%
10-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	44.14	100.00	44.14%
10-1501-0006	INTEREST-MM-BENCHMARK-E911	11.35	21.55	600.00	3.59%
10-1501-0013	INTEREST-SET ASIDE ACCOUNT	18,745.36	37,108.96	20,000.00	185.54%
10-1501-0015	INTEREST-E911 RESERVE	1,435.32	2,827.80	250.00	1131.12%
10-1501-0021	INT-CK ACCT-BENCHMARK-E-CITATION	3.04	5.96	30.00	19.87%
10-1501-0072	INT-CHECKING-BENCHMARK-GOLF	30,968.93	60,830.11	15,000.00	405.53%
10-1502-0001	RENT-BURN BUILDING	-	-	500.00	0.00%
10-1502-0002	RENT-WILCK LAKE	800.00	800.00	2,500.00	32.00%
10-1502-0005	SALE OF FIXED ASSETS	2,085.60	8,600.00	15,000.00	57.33%
10-1502-0006	SALE OF MATERIAL	3,116.65	3,116.65	1,500.00	207.78%
10-1502-0008	SALE OF COPIES	85.00	264.00	500.00	52.80%
10-1502-0009	CEMETERY LOTS	-	4,800.00	10,000.00	48.00%
10-1502-0010	SALE OF POSTAGE	-	0.63	25.00	2.52%
10-1502-0011	SALE OF ROLL OUT CARTS	400.00	400.00	1,000.00	40.00%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1502-0012	RENT-TRAIN STATION	1,000.00	2,750.00	12,000.00	22.92%
10-1502-0013	RENT-PARKING-VENABLE ST	225.00	450.00	2,520.00	17.86%
10-1502-0014	RENT-TOWN PKG-NORTH ST	300.00	300.00	300.00	100.00%
10-1502-0018	LEASE-SOUTH ST CONF-FIRE PROG	1,279.42	2,558.84	15,353.00	16.67%
10-1502-0019	LEASE-REVENUE-SOLAR POWER	-	-	6,000.00	0.00%
10-1502-0020	RENT-RIVERFRONT PARK	-	-	250.00	0.00%
10-1502-0021	FARMER'S MARKET REVENUE	730.00	1,150.00	1,200.00	95.83%
10-1502-0024	RENT-SPORTS ARENA	2,600.00	2,600.00	12,500.00	20.80%
10-1502-0025	RENT-PROB/PAROLE BLDG	3,970.79	7,941.58	46,288.00	17.16%
10-1502-0026	RENT-BALL FIELD-SPORTS ARENA	-	-	1,000.00	0.00%
10-1502-0031	PARKING MUNICIPAL LOT	2,355.45	3,397.55	8,000.00	42.47%
10-1502-0033	PARKING FARMERS MARKET	-	-	720.00	0.00%
10-1607-0001	PARKING METERS-HIGH ST	1,075.18	1,523.36	12,000.00	12.69%
10-1607-0003	PARKING METERS-MAIN ST	3,059.71	4,830.55	24,000.00	20.13%
10-1610-0001	RENTAL PARKING SPACES	560.00	2,120.00	5,000.00	42.40%
10-1620-0001	RESIDENTAL PARKING	230.00	445.00	2,000.00	22.25%
10-1620-0002	LONGWOOD STREETS	-	-	35,000.00	0.00%
10-1620-0099	PENALTY-SANITATION FEE	496.33	1,033.25	5,100.00	20.26%
10-1630-0001	CIGARETTE TAX	15,000.00	48,750.00	200,000.00	24.38%
10-1899-0002	SALE OF SERVICE-ADMIN	100.00	200.00	1,200.00	16.67%
10-1899-0004	MISC REVENUE	-	-	2.00	0.00%
10-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	-	5,000.00	0.00%
10-1899-0006	SALE OF SERVICE-GRAVE OPENINGS	1,400.00	2,700.00	19,000.00	14.21%
10-1899-0007	SALE OF SERVICE-DUMP TK	-	-	500.00	0.00%
10-1899-0010	SERVICE CHARGE-BAD CHECKS-A/R	-	-	300.00	0.00%
10-1899-0012	RECREATION DEPT DONATION	-	-	5,000.00	0.00%
10-1899-0014	SALE OF SER-DISPATCH-HAMPDEN S	-	-	6,000.00	0.00%
10-1899-0017	SALE OF SER-FALSE BURG ALARM	155.00	430.00	-	0.00%
10-1899-0035	SALE OF SERVICE-LIBRARY MAINTN	135.48	135.48	600.00	22.58%
10-1899-0097	DONATIONS-FOURTH OF JULY CELEBRATION	-	-	16,172.89	0.00%
10-1900-0030	ICA PER DIEM	15,000.00	15,000.00	160,000.00	9.38%
10-1901-0003	AMINISTRATIVE SERV-FUND 15	26,117.81	50,820.28	230,000.00	22.10%
10-1901-0004	REIMB-FUND 10-ADMIN SERV	13,612.61	26,572.77	160,000.00	16.61%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1901-0005	RECOVERY-JURY DUTY FEES	-	344.36	500.00	68.87%
10-1901-0010	RECOVERY-VML INS-DAMAGE VEHICLES/PROP	-	1,558.89	50,000.00	3.12%
10-1902-0001	DAMAGE TO TOWN PROPERTY	-	-	5,000.00	0.00%
10-1903-0001	REFUNDS - CO-OPS	-	-	600.00	0.00%
10-2201-0003	ROLLING STOCK TAXES	-	118.49	200.00	59.25%
10-2201-0005	MOBILE HOME TITLING TAX	-	-	1,200.00	0.00%
10-2201-0006	CAR RENTAL TAX	-	7,134.59	50,000.00	14.27%
10-2201-0008	PEER-TO-PEER VEHICLE SHARING TAX	9.72	9.72	-	0.00%
10-2401-0029	GRANT-DISPATCH-VDEM	-	-	4,000.00	0.00%
10-2402-0001	WIRELESS	-	9,745.54	112,000.00	8.70%
10-2404-0007	LITTER & RECYCLING GRANT	-	-	2,500.00	0.00%
10-2404-0010	AID TO LAW ENFORCEMENT	-	-	204,000.00	0.00%
10-2404-0032	GRANT-VML-SAFETY	-	-	4,200.00	0.00%
10-2405-0004	MARKETING/TOURISM LOCAL REVENUE	-	-	2,000.00	0.00%
10-2502-0009	GRANT-BYRNE-2022	-	-	2,500.00	0.00%
10-2502-0012	SPEED GRANT-2023	-	-	21,000.00	0.00%
10-2502-0013	ALCOHOL GRANT-2023	-	-	23,400.00	0.00%
10-2502-0014	SPEED GRANT-2023 EQUIPMENT	-	-	5,250.00	0.00%
10-2502-0015	GRANT-BYRNE-2023	-	-	4,200.00	0.00%
10-2502-0016	GRANT-BYRNE 2021	-	-	4,200.00	0.00%
10-2504-0002	GRANT-EMERGENCY MGNT-FED	-	-	12,180.00	0.00%
10-2504-0020	GRANT-BULLETPROOF VEST-FED	-	-	3,700.00	0.00%
10-2510-0008	LAW ENFORCEMENT EQUIPMENT ARPA GRANT	-	-	217,000.00	0.00%
10-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
10-4104-0004	INSURANCE RECOVERIES-RETIREMEN	4,171.92	8,343.84	-	0.00%
10-4104-0008	FROM FIDA-BOND PYMT-2012 ISSUE	-	-	46,478.27	0.00%
10-4104-0011	FROM PE CO-BOND PYMT-'12 ISSUE	-	-	226,299.28	0.00%
10-4104-0015	FM LIBRARY-APPROP LEASE RENT	-	180,000.00	180,000.00	100.00%
10-4104-0016	FM CKING-MEDICAL COMPENSATION BENEFIT	-	-	250,000.00	0.00%
10-4104-0018	FM SETASIDE ACCT-BONDS	-	-	1,276,043.76	0.00%
10-4104-0022	LEASE PROCEEDS	-	-	464,000.00	0.00%
10-4107-0004	FM-PE CO-INstant ALERT	-	-	4,202.00	0.00%
10-4107-0006	FM-LONGWOOD-DISPATCH SERV	-	-	350,000.00	0.00%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-4113-0004	FROM FARMVILLE FIRE DEPT-PAYME	-	-	35,000.00	0.00%
10-4113-0008	FM-GOLF COURSE PROCEEDS	-	-	350,000.00	0.00%
10-4120-0001	TDFP GAP FINANCING-WEYANOKE	-	-	62,000.00	0.00%
10-4120-0002	TROF REPAYMENT-WEYANOKE	-	-	5,592.90	0.00%
10-5101-0005	TRANS FROM SEWER FUND	-	-	466,491.35	0.00%
FUND 10 TOTALS		596,480.22	1,465,669.16	14,826,240.57	9.89%
15-2404-0007	HIGHWAY FUNDS	-	-	1,886,000.00	0.00%
15-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
FUND 15 TOTALS		-	-	1,886,000.00	0.00%
40-1501-0001	Interest - Unrestricted	4,727.90	9,313.05	531.97	1750.67%
40-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	-	-	0.00%
40-1502-0007	LEASE-JACKSON HTS WATER TANK	2,323.20	4,646.40	30,878.00	15.05%
40-1502-0009	LEASE-ANDREWS DR WATER TANK	3,372.37	6,744.74	40,468.44	16.67%
40-1620-0001	WATER SERVICE	135,924.03	276,556.57	1,881,306.80	14.70%
40-1620-0002	WATER TAPS	8,000.00	8,000.00	60,000.00	13.33%
40-1620-0003	SURCHARGE-MULTIPLE METERS	7,898.00	15,600.00	93,000.00	16.77%
40-1620-0004	SALE OF WATER	2,785.00	3,104.50	10,000.00	31.05%
40-1620-0099	PENALTY-WATER SERVICE	2,123.96	3,669.18	18,000.00	20.38%
40-1899-0010	SERVICE CHARGES	1,720.00	2,980.00	10,000.00	29.80%
40-1899-0011	SERVICE CRG-BAD CHECK	50.00	400.00	-	0.00%
40-1899-0012	SALE OF SERVICE-TESTING	1,480.00	3,360.00	10,000.00	33.60%
40-2510-0007	ARPA REVENUE RECOGNIZED	-	-	1,666,000.00	0.00%
40-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
40-4102-0001	FM PE CO-APPOMATTOX RIVER-USGS	-	-	8,240.00	0.00%
FUND 40 TOTALS		170,404.46	334,374.44	3,828,425.21	8.73%
42-1501-0001	Interest - Unrestricted	4,727.90	9,313.05	531.97	1750.67%
42-1620-0099	PENALTY-SEWER SERVICE	2,392.44	4,185.37	17,500.00	23.92%
42-1630-0001	SEWER SERVICE	164,201.57	329,251.75	2,222,268.66	14.82%
42-1630-0002	SEWER TAPS	8,000.00	8,000.00	75,000.00	10.67%
42-1899-0005	SALE OF SERVICE-PUBLIC WORKS	400.00	400.00	-	
42-1899-0012	SALE OF SERVICE-LEACHATE-CUMBERLAND	-	-	25,000.00	0.00%
42-1899-0013	SALE OF SERVICE-SEWER TREAT	1,800.00	3,600.00	10,000.00	36.00%
42-2404-0005	VML SAFETY GRANT	-	-	2,000.00	0.00%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
42-2510-0007	ARPA REVENUE RECOGNIZED	-	-	376,153.00	0.00%
42-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
FUND 42 TOTALS		181,521.91	354,750.17	2,728,453.63	13.00%
44-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	-	5.00	0.00%
44-1502-0005	SALE OF FIXED ASSETS	-	13,100.00	-	0.00%
44-1520-0001	PASSENGER FARES	876.21	1,634.16	8,700.00	18.78%
44-1521-0002	CONTRIBUTION-LONGWOOD [1500]	-	89,400.00	178,800.00	50.00%
44-1521-0003	CONTRIBUTION-P E COUNTY	-	6,250.00	25,000.00	25.00%
44-1901-0010	RECOVERY-VML INS-VEHICLE DAMAGE	-	-	10,000.00	0.00%
44-2403-0001	MISC GRANTS	-	-	10,000.00	0.00%
44-2410-0003	STATE FORMULA GRANT	-	181,796.00	190,000.00	95.68%
44-2414-0001	STATE GRANT-3 BUSES	-	-	48,768.00	0.00%
44-2510-0001	GRANT-STATE PASS THRU-FED	-	-	375,000.00	0.00%
44-2514-0001	FEDERAL GRANT-3 BUSES	-	-	243,840.00	0.00%
44-4100-0050	USE OF PY FUND BALANCE	-	-	74,739.26	0.00%
44-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
FUND 44 TOTALS		876.21	292,180.16	1,164,852.26	25.08%
45-1501-0001	INT-CK ACCT-BENCHMARK	33.99	67.43	400.00	16.86%
45-1502-0001	RENT-HANGER SPACE	-	-	6,660.00	0.00%
45-1502-0002	AIRPORT MAINTENANCE FEE	-	-	2,040.00	0.00%
45-1690-0001	SALE OF AV GAS	4,074.07	8,355.60	89,000.00	9.39%
45-1691-0001	SALE OF JET FUEL	7,469.53	7,469.53	65,000.00	11.49%
45-1899-0001	DONATIONS-PRINCE ED COUNTY	-	3,800.00	7,600.00	50.00%
45-2401-0008	STATE GRANT-AWOS MAINT	-	-	3,420.00	0.00%
45-2401-0013	STATE GRANT-MAINTENANCE	-	-	18,400.00	0.00%
45-2401-0014	STATE GRANT-WEED KILL	-	-	1,000.00	0.00%
45-2401-0055	UPDATE SWPPP	-	-	16,000.00	0.00%
45-2403-0001	MISC GRANTS	-	-	50,000.00	0.00%
45-2501-0054	REHAB TAXIWAY PAVEMENT	-	-	833,000.00	0.00%
45-4100-0050	USE OF PY FUND BALANCE	-	-	189,429.23	0.00%
45-4100-0086	CARRYOVER FUNDS FY22-23	-	-	-	0.00%
FUND 45 TOTALS		11,577.59	19,692.56	1,281,949.23	1.54%
70-1501-0001	INTEREST	1.39	2.78	-	0.00%

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF AUGUST 31, 2023**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
70-1501-0003	INT-PRNG TASK FORCE	0.27	0.54	-	0.00%
70-2404-0001	ASSET FORFEITURE-STATE	349.79	349.79	-	0.00%
	FUND 70 TOTALS	351.45	353.11	-	0.00%
	Final Totals	961,211.84	2,467,019.60	25,715,920.90	9.59%

August 2023 - Salaries

Below are the departments with explanations that are over their 2 Month Actual to Budget.

This percentage should be at 100% or below.

Actual/Budget

10-710	Salaries - Summer Camp	279.00%	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	1,063,822.01
2 Mo Budget Amt	<u>1,174,509.75</u>
	(110,687.74)

Expended through August for Salaries is **\$110,687.74 less** than our
2 Month Budget Amount.

FY23 INFORMATION (PRIOR YEAR)

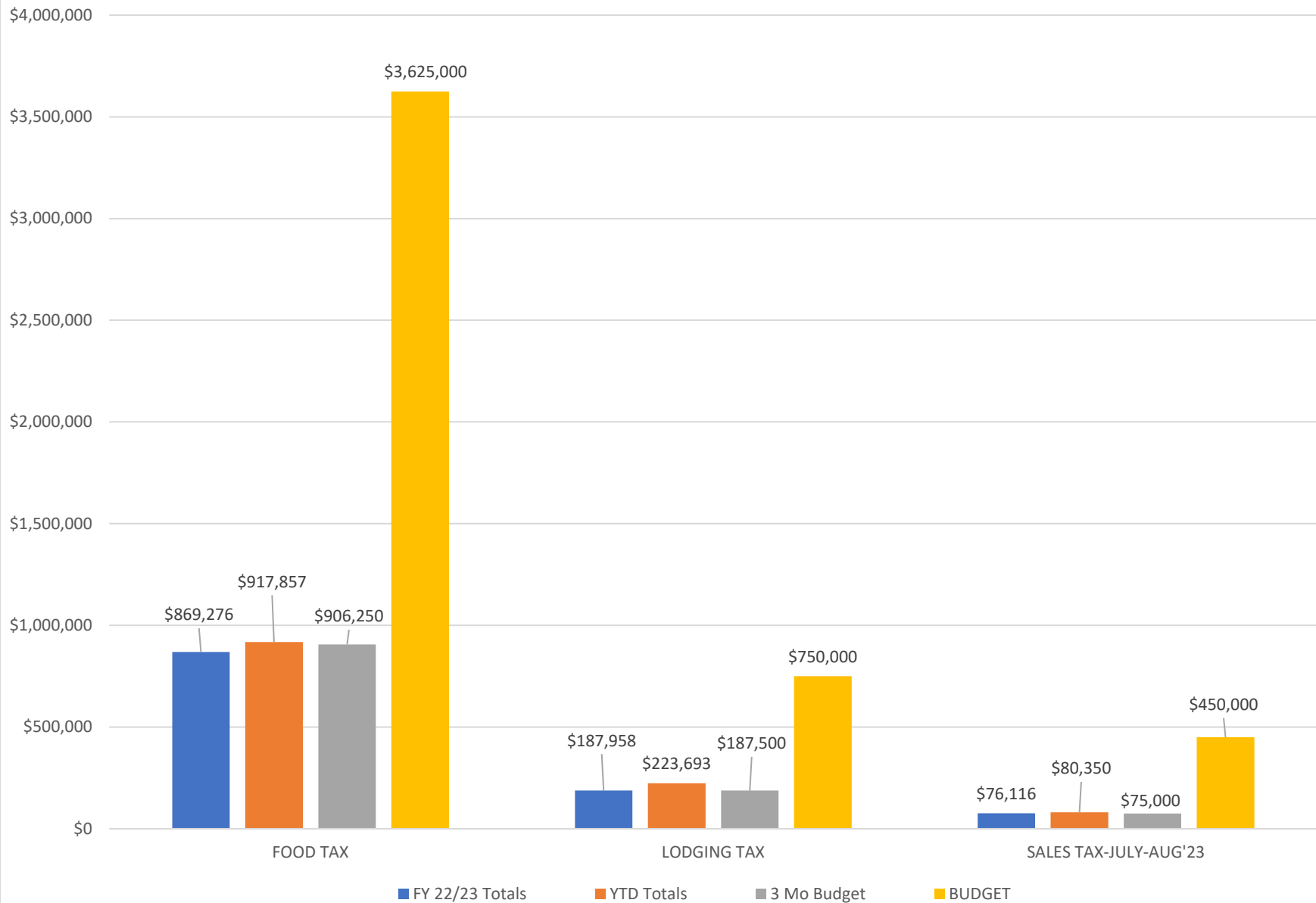
Total All Funds

Expended YTD	944,087.59
2 Mo Budget Amt	<u>1,046,303.58</u>
	(102,215.99)

Expended through August for Salaries is **\$102,215.99 less** than our
2 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.

Variable Revenue - September 2023



Town of Farmville
Manual Checks for the Month of September 2023

10-1-23

<u>Checks-63655-63838</u>	<u># of Checks</u>	<u>Amount of Checks</u>
Checks	39	\$491,731.33
Direct Deposit	<u>133</u>	<u>\$261,120.77</u>
Total	172	\$752,852.10



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 12.a. – Request Adoption of Ordinance No. 226 - Amending Section 22-25 of Article II of Chapter 22 and Adding Section 22-25.1 of Article II of Chapter 22 of the Farmville Town Code

BACKGROUND: This topic was discussed at the September 6, 2023 Work Session. There was consensus to have the ordinance state that the trash receptacle shall be placed behind the front plane of the house, removing the five-foot stipulation, using a warning notification and subsequent fines for non-compliance.

RECOMMENDATION: Adopt Ordinance No. 226

FISCAL IMPACT:

ATTACHMENTS:

1. Ordinance 226 Refuse Collection and Noncompliance Fees

Ordinance No. 226

Amending Section 22-25 of Article II of Chapter 22 and Adding Section 22-25.1 of Article II of Chapter 22 of the Farmville Town Code

THE TOWN OF FARMVILLE HEREBY ORDAINS:

1. That Section 22-25 of Article II of Chapter 22 is amended by striking language in Subsections 2 and 4.
2. That Section 22-25.1 of Article II of Chapter 22 is added as described below.

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)

Sec. 22-25.1. Penalty for noncompliance

The following is the schedule of fees for noncompliance with any of the provisions of Section 22-25:

<i>Number of Offenses</i>	<i>Fee</i>
<i>1st Offense</i>	<i>Warning</i>
<i>2nd Offense</i>	<i>\$25</i>
<i>3rd Offense</i>	<i>\$50</i>
<i>4th Offense</i>	<i>\$100</i>
<i>5th Offense and any Subsequent Offense</i>	<i>\$200</i>

3. This ordinance shall be in full force and effect upon approval.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairret _____.

The Honorable Adam Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 12.b. – Request Adoption of Resolution No. 2023-10-01 - Authorizing the Finance Director to Transfer Funds Within the General Fund to Various Departments in the General Fund, in the Amount of \$142,376.81 for FY2022-2023 Budget

BACKGROUND: VERBAL REPORT BY FINANCE DIRECTOR

Below are the departments and the amounts needed to be transferred within the General Fund for the FY 2022-2023 Budget:

- From Building & Grounds to Golf \$17,468.72
- From Police to Non-Departmental \$37,980.00
- From Streets to Non-Departmental \$33,633.81
- From Police to Fire \$12,000.00
- From Town Manager to Finance \$8,640.26
- From Police to Finance \$6,848.08
- From Streets to Finance \$6,394.08
- From Sanitation to Finance \$6,081.11
- From Building & Grounds to Finance \$4,930.07
- From Community Development to Finance \$6,353.44
- From Dispatch to Finance \$2,047.24

RECOMMENDATION: Adopt Resolution No. 2023-10-01

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution No. 2023-10-01

Resolution No. 2023-10-01

To transfer funds within the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023. To transfer funds within the General Fund in the amount of \$142,376.81 to various departments in the General Fund. The purpose of the transfer is to cover insufficient funding in various departments on June 30th.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

1. That a transfer of funds in the amount of \$142,376.81 as follows:

- From Building & Grounds to Golf \$17,468.72
- From Police to Non-Departmental \$37,980.00
- From Streets to Non-Departmental \$33,633.81
- From Police to Fire \$12,000.00
- From Town Manager to Finance \$8,640.26
- From Police to Finance \$6,848.08
- From Streets to Finance \$6,394.08
- From Sanitation to Finance \$6,081.11
- From Building & Grounds to Finance \$4,930.07
- From Community Development to Finance \$6,353.44
- From Dispatch to Finance \$2,047.24

2. That this resolution shall be in full force and effect upon its passage.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 12.c. – Request Adoption of Resolution No. 2023-10-02 - Authorizing the Finance Director to Transfer Budgeted Funds from FY22-23 to FY23-24 in the General Fund, Street Maintenance Fund, Water Fund, Sewer Fund, Transportation Fund and Airport Fund

BACKGROUND: VERBAL REPORT BY FINANCE DIRECTOR

A transfer of funds from various departments in the General Fund, Street Maintenance Fund, Water Fund, Sewer Fund, Transportation Fund and Airport Fund for items and projects that have not been received or invoiced as of June 30, 2023.

AN ITEMIZED LIST IS ATTACHED.

A PUBLIC HEARING WAS HELD THIS EVENING ON THIS MATTER.

RECOMMENDATION: Adopt Resolution No. 2023-10-02

FISCAL IMPACT:

ATTACHMENTS:

1. Transfer-Funds Itemized List of 10-02
2. Resolution 2023-10-02

AP-June 2023 PO's Carried Over to July (FY23-24)

<u>Fund/Department</u>	<u>Description</u>	<u>Amount</u>
<u>General Fund:</u>		
Finance Department	OpenGov Software	\$90,477.42
Police Department	Uniforms	\$101.50
Fire Department	Radio	\$4,121.73
Building & Grounds Department	Repair Drywall-Municipal Bldg	\$1,000.00
Community Development Department	Building Permit Software	\$9,000.00
Recreation Department	Splashpad-ARPA	\$431,662.45
Street Maintenance Fund	Cut/Grind Tree	\$2,600.00
	Repair Clamps, Chest Waders, Hydrant Repair Kit, ARPA	
Water Fund	Projects	\$605,454.87
Sewer Fund	Engineering, Refrigerated Sampler, ARPA Project	\$177,332.95
Transportation Fund	2-14 Passenger Buses	\$261,902.00
	Reil Repair, Rehab Runway Lighting, Reloc Access Rd, Runway	
Airport Fund	Safety Area, Tree Cutting	\$73,786.16
	Grand Total	\$1,657,439.08

Resolution No. 2023-10-02

To transfer FY22-23 budgeted funds to the fiscal year beginning July 1, 2023 and ending June 30, 2024 budget, in an aggregate amount of \$1,657,439.08. To transfer prior year's budgeted funds from FY22-23 to FY23-24 to the General Fund in the amount of \$536,363.10, Street Maintenance Fund in the amount of \$2,600.00, Water Fund in the amount of \$605,454.87, Sewer Fund in the amount of \$177,332.95, Transportation Fund in the amount of \$261,902.00 and Airport Fund in the amount of \$73,786.16. The purpose of the transfer is for items and projects that have not been received or invoiced as of June 30, 2023.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

1. That a transfer of funds from FY22-23 to FY23-24 in the aggregate amount of 1,657,439.08: to the General Fund in the amount of \$536,363.10; Street Maintenance Fund in the amount of \$2,600.00; Water Maintenance Fund in the amount of \$605,454.87; Sewer Fund in the amount of \$177,332.95; Transportation Fund in the amount of \$261,902.00; and Airport Fund in the amount of \$73,786.16 for the purpose of budgeted funds for items and projects that have not been received or invoiced as of June 30, 2023.
2. That this resolution shall be in full force and effect upon its passage.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B. Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 12.d. – Request Adoption of Resolution 2023-10-03 Amending the 2023-2024 Town Budget

BACKGROUND: VERBAL REPORT BY THE FINANCE DIRECTOR

THE FINANCE DIRECTOR HAS CLOSED OUT THE 2022-2023 FISCAL YEAR TOWN BUDGET. THE 2023-2024 TOWN BUDGET NEEDS TO BE AMENDED TO CARRY OVER CONTINGENCIES IN THE AGGREGATE AMOUNT OF \$2,394,273.13.

THE 2023-2024 TOWN BUDGET NEEDS TO BE AMENDED TO CARRY OVER AS FOLLOWS:

GENERAL FUND CONTINGENCY	\$ 586,533.04
WATER FUND	\$ 790,441.63
SEWER FUND	\$ 557,144.97
TRANSPORTATION FUND	\$ 460,153.49
GRAND TOTAL OF ALL CONTINGENCIES	\$ 2,394,273.13

A PUBLIC HEARING WAS HELD THIS EVENING ON THIS MATTER.

RECOMMENDATION: Adopt Resolution 2023-10-03 Amending the 2023-2024 Town Budget.

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution No. 2023-10-03

RESOLUTION #2023-10-03

BUDGET AMENDMENT

To amend the Town Budget for the fiscal year beginning July 1, 2023 and ending June 20, 2024 in a total amount of \$25,278,811.95. To transfer surplus funds from FY 2022-2023 Budget to the FY 2023-2024 Budget. The purpose of the appropriation, \$2,394,273.13 is to transfer surplus funds from FY 2022-2023 Budget.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

That a transfer of funds in the amount of \$2,394,273.13 be added to the FY 2023-2024 Budget so that the amended total of the Town of Farmville's FY 2023-2024 budget shall be \$27,673,085.08; and

BE IT FURTHER RESOLVED THAT \$2,394,273.13 shall be appropriated by the Town of Farmville as follows:

\$586,533.04 added to the General Fund
\$790,441.63 added to the Water Fund
\$557,144.97 added to the Sewer Fund
\$460,153.49 added to the Transportation Fund

1. That this resolution shall be in full force and effect upon its passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos _____.

The Honorable A.D. "Chuckie" Reid _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B. Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John E. Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: October 11, 2023

ITEM NUMBER: 12.e. – Authorize Town Manager to Sign MOU for Infrastructure Improvements in Prince Edward Business Park

BACKGROUND: Verbal Report by the Town Manager.

RECOMMENDATION: Authorize Town Manager to Sign Memorandum of Understanding for Infrastructure Improvements in Prince Edward Business Park

FISCAL IMPACT:

ATTACHMENTS:

1. Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING, made this ____ day of September, 2023, by and between the County of Prince Edward and the Town of Farmville, states as follows:

WHEREAS, the Town of Farmville owns infrastructure improvements including a sewer line that is located in the Prince Edward Business Park; and

WHEREAS, the County of Prince Edward desires to connect its own sewer line to the existing sewer line owned by the Town of Farmville, in a location more fully described on a drawing attached to this agreement as "Exhibit A," with said County connection being used for a business that will be locating in the Prince Edward Business Park; and

WHEREAS, it is the desire of both the Town of Farmville and the County of Prince Edward that the responsibility for maintenance, upkeep and repair of the sewer line being installed by Prince Edward County and connected to the existing line owned by the Town of Farmville, in the location indicated on "Exhibit A," be clearly addressed and delineated prior to commencement of the project;

NOW THEREFORE, the parties to this Memorandum of Understanding hereby agree to the following:

1. That the County of Prince Edward shall be permitted to install and construct a sewer line and to connect the same to the existing Town of Farmville sewer line in the Prince Edward Business Park. The location at which the lines shall connect is described more accurately on drawings attached to this Agreement as "Exhibit A".
2. The County of Prince Edward shall be solely responsible for all of the expense related to the construction, maintenance and repair of the sewer line that it is installing, and shall further be responsible for any necessary repair to the sewer line owned and maintained by the Town of Farmville for repairs necessitated by the connection and use by the County.
3. The County of Prince Edward shall indemnify and hold harmless the Town of Farmville for any malfunctions or other issues that result in reduced operability or inoperability of the existing Town sewer line.

(The remainder of this page is intentionally left blank.)

WITNESS THE FOLLOWING SIGNATURES AND SEALS:

THE COUNTY OF PRINCE EDWARD

THE TOWN OF FARMVILLE

by: 

by: _____

STATE OF VIRGINIA,

COUNTY of PRINCE EDWARD, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, whose commission expires 9.30.23, do hereby certify that DOUGLAS P. STANLEY, whose name is signed to the foregoing Memorandum of Understanding, has acknowledged same before me this 13 day of SEPTEMBER, 2023.


Notary Public

ID # 340790



STATE OF VIRGINIA,

COUNTY of PRINCE EDWARD, to-wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, whose commission expires _____, do hereby certify that _____, whose name is signed to the foregoing Memorandum of Understanding, has acknowledged same before me this _____ day of _____, 2023.

Notary Public

ID # _____