



Town of Farmville

Town Council

May 1, 2024 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. **Presentation by VDOT on Smart Scale Projects**
6. **Finance Report**
 - a. Monthly Financial Report provided by Finance Director Julie Moore
7. **Discussion of Land Bank Entity and Receivership for Condemnable Properties**
 - a. Proposed Ordinance No. 230
8. **Discussion on Delinquent Meals Tax Policy**
 - a. Delinquent Meals Tax Policy (Draft)
9. **Discussion on Conditional Use Permits**
10. **Updates from April Planning Commission Meeting**
11. **Town Manager's Report**
12. **Comments by Mayor and Town Council**
13. **Closed Session**

Closed Session: In accordance with the provisions of Paragraph A.3 of Section 2.2-3711, for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

 - a.



Town of Farmville

Agenda Item Summary

MEETING DATE: May 1, 2024

ITEM NUMBER: 6.a. – Monthly Financial Report provided by Finance Director Julie Moore

BACKGROUND:

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Revenue Report - March 2024
2. Salary Report-March 24
3. REV ALL FUNDS - MARCH 24 CHART - UPDATED
4. All Funds CY Revenue Compared to PY Revenue - March 2024 - UPDATED
5. REV GEN FUND - MARCH 2024 CHART - Updated
6. GENERAL FUND CY AND PY COMPARISON - MAR 24
7. Expense-All Funds CY vs Budget
8. FUND TOTAL EXPENSES CY VS PY - MAR 24 UPDATED
9. EXP DEPT TOTALS - MAR 24 CHART - Updated
10. DEPARTMENT TOTALS COMPARISION CY VS PY MAR 24 - UPDATED

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2024**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1101-0001	CURRENT REAL PROP TAXES	3,674	784,879	810,000	96.9000
10-1102-0001	CURRENT PUBLIC SERVICE CORP TA	39,571	58,466	62,590	93.4100
10-1103-0001	CURRENT PERSONAL PROPERTY TAX	10,167	276,380	273,030	101.2300
10-1106-0001	PENALTIES-TAXES	4,303	8,146	1,500	543.0800
10-1106-0002	INTEREST-TAXES	800	3,799	1,500	253.2400
10-1106-0003	PENALTY-PP TAX	1,015	2,717	500	543.4800
10-1106-0004	INTEREST-PP TAX	93	268	15	1,788.9300
10-1107-0001	DELINQUENT TAXES	515	17,529	5,000	350.5800
10-1200-0001	CONSUMPTION TAX	-	19,676	26,000	75.6800
10-1201-0001	SALES TAX	-	274,388	450,000	60.9800
10-1202-0001	UTILITY TAX	-	250,107	360,000	69.4700
10-1203-0001	BUSINESS LICENSE TAX	401,648	1,646,605	1,525,000	107.9700
10-1203-0099	PENALTY-BUSINESS LICENSES	5,995	5,995	5,000	119.8900
10-1204-0001	BANK FRANCHISE TAXES	3,381	3,381	235,000	1.4400
10-1204-0004	RIGHT OF WAY ACCESS FEE	-	10,937	16,000	68.3600
10-1205-0001	MOTOR VEHICLE LICENSES	-	4,833	75,000	6.4400
10-1206-0001	COMMUNICATION SALES & USE TAX	-	200,560	360,000	55.7100
10-1207-0001	PRECIOUS METAL PERMIT	-	200	-	0
10-1210-0001	LODGING TAX	55,016	605,345	750,000	80.7100
10-1211-0001	FOOD TAX	313,438	2,822,767	3,625,000	77.8700
10-1211-0099	PENALTY/INT-FOOD/LODGING TAX	169	3,610	2,000	180.4900
10-1220-0001	SANITATION FEE	32,562	295,105	390,000	75.6700
10-1301-0001	FERN BEAUTIFICATION PROJECT	-	2,000	2,500	80.0000
10-1302-0002	BRANCH OUT TREE PROGRAM	-	200	5,000	4.0000
10-1303-0005	VARIANCE FEE	-	-	250	0.0000
10-1303-0006	CONDITIONAL-USE-PERMITS	-	-	500	0.0000
10-1303-0007	ZONING & RE-ZONING FEES	750	1,450	1,000	145.0000
10-1303-0008	BUILDING PERMITS	1,775	20,155	30,000	67.1800
10-1303-0009	SURVEYOR-SITE INSPEC-E&S,RENTAL EQUIP	-	200	500	40.0000

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AS OF MARCH 31, 2024**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1303-0010	PARTY BIKE PERMIT	365	365	365	100.0000
10-1303-0020	STATE SURCHRG-BLDG PERMIT FEE	36	401	500	80.2500
10-1303-0031	FITNESS PROGRAM REVENUE	-	-	200	0.0000
10-1303-0032	KARATE PROGRAM REVENUE	250	2,294	800	286.7500
10-1303-0033	PICKLEBALL PROGRAM REVENUE	23	788	500	157.5100
10-1303-0071	FOOTBALL PROGRAM REVENUE	-	15,676	15,000	104.5100
10-1303-0072	SOFTBALL PROGRAM REVENUE	-	-	1,500	0.0000
10-1303-0073	SUMMER CAMP REVENUE	2,680	3,410	12,000	28.4200
10-1303-0077	SPONSORSHIP-JINGLE BELL RUN	-	-	1,500	0.0000
10-1303-0078	REGISTRATION FEE-JINGLE BELL R	-	1,520	2,000	76.0000
10-1303-0079	REVENUE-ADULT BASKETBALL LEAGU	2,754	3,104	2,000	155.2000
10-1303-0082	EASTER EGG HUNT DONATION	250	250	-	0
10-1304-0001	SUBDIVISION EXAMINATION FEES	-	-	50	0.0000
10-1307-0001	PLAN REVIEW-BLDG INSPECTOR	-	200	500	40.0000
10-1307-0002	CERTIFICATE OF OCCUPANCY-BLDG	-	-	100	0.0000
10-1308-0001	FINGERPRINT FEE	-	30	20	150.0000
10-1309-0001	SURVEYOR-PLAN REVIEW	-	-	500	0.0000
10-1311-0001	BURN PERMIT	-	-	400	0.0000
10-1401-0001	COURT FINES & COSTS	-	88,746	65,000	136.5300
10-1401-0002	PARKING FINES	3,210	21,624	20,000	108.1200
10-1401-0004	LIENS ON REAL ESTATE	40	1,068	500	213.5000
10-1402-0003	E-CITATION	-	7,168	5,000	143.3700
10-1501-0001	INTEREST-REPO	19,412	149,100	9,000	1,656.6700
10-1501-0002	INT-BENCHMARK-ARPA-COVID-RESTRICTED	5,579	21,122	100,000	21.1200
10-1501-0003	INTEREST-MEDICAL COMPENSATION	637	6,809	70,172	9.7000
10-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	46	100	46.3800
10-1501-0006	INTEREST-MM-BENCHMARK-E911	20	134	600	22.3500
10-1501-0013	INTEREST-SET ASIDE ACCOUNT	21,685	192,737	20,000	963.6800
10-1501-0015	INTEREST-E911 RESERVE	1,479	13,017	250	5,206.9000

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Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1501-0021	INT-CK ACCT-BENCHMARK-E-CITATION	4	30	30	100.2000
10-1501-0072	INT-CHECKING-BENCHMARK	19,083	178,835	15,000	1,192.2300
10-1502-0001	RENT-BURN BUILDING	-	-	500	0.0000
10-1502-0002	RENT-WILCK LAKE	-	1,200	2,500	48.0000
10-1502-0005	SALE OF FIXED ASSETS	900	33,378	15,000	222.5200
10-1502-0006	SALE OF MATERIAL	324	9,807	1,500	653.8200
10-1502-0008	SALE OF COPIES	75	817	500	163.4000
10-1502-0009	CEMETERY LOTS	6,400	24,000	10,000	240.0000
10-1502-0010	SALE OF POSTAGE	-	17	25	66.9600
10-1502-0011	SALE OF ROLL OUT CARTS	100	800	1,000	80.0000
10-1502-0012	RENT-TRAIN STATION	1,550	10,800	12,000	90.0000
10-1502-0013	RENT-PARKING-VENABLE ST	225	2,025	2,520	80.3600
10-1502-0014	RENT-TOWN PKG-NORTH ST	-	300	300	100.0000
10-1502-0018	LEASE-SOUTH ST CONF-FIRE PROG	1,279	11,515	15,353	75.0000
10-1502-0019	LEASE-REVENUE-SOLAR POWER	-	-	6,000	0.0000
10-1502-0020	RENT-RIVERFRONT PARK	-	-	250	0.0000
10-1502-0021	FARMER'S MARKET REVENUE	2,190	6,120	1,200	510.0000
10-1502-0024	RENT-SPORTS ARENA	-	6,500	12,500	52.0000
10-1502-0025	RENT-PROB/PAROLE BLDG	3,971	35,737	46,288	77.2100
10-1502-0026	RENT-BALL FIELD-SPORTS ARENA	-	-	1,000	0.0000
10-1502-0031	PARKING MUNICIPAL LOT	496	7,122	8,000	89.0200
10-1502-0033	PARKING FARMERS MARKET	-	-	720	0.0000
10-1607-0001	PARKING METERS-HIGH ST	871	9,046	12,000	75.3800
10-1607-0003	PARKING METERS-MAIN ST	1,372	19,689	24,000	82.0400
10-1610-0001	RENTAL PARKING SPACES	950	7,570	5,000	151.4000
10-1620-0001	RESIDENTAL PARKING	10	2,005	2,000	100.2500
10-1620-0002	LONGWOOD STREETS	-	-	35,000	0.0000
10-1620-0099	PENALTY-SANITATION FEE	456	4,370	5,100	85.6900
10-1630-0001	CIGARETTE TAX	7,500	146,300	200,000	73.1500

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2024**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1899-0002	SALE OF SERVICE-ADMIN	100	900	1,200	75.0000
10-1899-0004	MISC REVENUE	20	588	2	29,419.5000
10-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	2,148	5,000	42.9500
10-1899-0006	SALE OF SERVICE-GRAVE OPENINGS	2,400	22,700	19,000	119.4700
10-1899-0007	SALE OF SERVICE-DUMP TK	-	120	500	24.0000
10-1899-0010	SERVICE CHARGE-BAD CHECKS-A/R	50	50	300	16.6700
10-1899-0012	RECREATION DEPT DONATION	-	-	5,000	0.0000
10-1899-0014	SALE OF SER-DISPATCH-HAMPDEN S	-	6,000	6,000	100.0000
10-1899-0015	SALE OF SERVICE-BAD CHECKS-TAXES	-	-	-	0
10-1899-0017	SALE OF SER-FALSE BURG ALARM	130	2,160	-	0
10-1899-0033	SALE OF SERVICE-POLICE	-	1,097	-	0
10-1899-0035	SALE OF SERVICE-LIBRARY MAINT	-	928	600	154.7300
10-1899-0097	DONATIONS-FOURTH OF JULY CELEBRATION	1,300	4,850	16,173	29.9900
10-1900-0030	ICA PER DIEM	30,000	137,000	160,000	85.6300
10-1901-0003	AMINISTRATIVE SERV-FUND 15	21,891	207,203	230,000	90.0900
10-1901-0004	REIMB-FUND 10-ADMIN SERV	13,432	127,993	160,000	80.0000
10-1901-0005	RECOVERY-JURY DUTY FEES	52	534	500	106.7400
10-1901-0010	RECOVERY-VML INS-DAMAGE VEHICLES/PROP	5,238	155,200	158,162	98.1300
10-1902-0001	DAMAGE TO TOWN PROPERTY	-	871	5,000	17.4200
10-1903-0001	REFUNDS - CO-OPS	-	545	600	90.8600
10-2201-0003	ROLLING STOCK TAXES	-	122	200	60.9600
10-2201-0005	MOBILE HOME TITLING TAX	-	-	1,200	0.0000
10-2201-0006	CAR RENTAL TAX	-	58,804	50,000	117.6100
10-2201-0007	DMV-ANIMAL FRIENDLY LIC PLATE	-	49	-	0
10-2201-0008	PEER-TO-PEER VEHICLE SHARING TAX	-	10	-	0
10-2401-0029	GRANT-DISPATCH-VDEM	-	2,900	4,000	72.5000
10-2402-0001	WIRELESS	-	79,179	112,000	70.7000
10-2402-0006	VDEM STAFFING GRANT	-	-	48,750	0.0000
10-2404-0007	LITTER & RECYCLING GRANT	-	6,789	2,500	271.5600

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10-2404-0010	AID TO LAW ENFORCEMENT	53,674	161,022	204,000	78.9300
10-2404-0011	FIRE ALLOCATION	-	33,647	-	0
10-2404-0032	GRANT-VML-SAFETY	-	-	4,200	0.0000
10-2404-0062	VIRGINIA STATE POLICE - HEAT GRANT	-	-	12,020	0.0000
10-2404-0063	GRANT-TDO-ECO	2,067	2,067	-	0
10-2405-0004	MARKETING/TOURISM LOCAL REVENU	-	2,033	2,000	101.6500
10-2501-0021	GRANT-VDEM-SHSP-TRAILERS	8,990	8,990	10,190	88.2200
10-2502-0009	GRANT-BYRNE-2022	-	-	2,500	0.0000
10-2502-0012	SPEED GRANT-2023	-	10,926	21,000	52.0300
10-2502-0013	ALCOHOL GRANT-2023	-	9,297	23,400	39.7300
10-2502-0014	SPEED GRANT-2023 EQUIPMENT	-	-	5,250	0.0000
10-2502-0015	GRANT-BYRNE-2023	-	-	4,200	0.0000
10-2502-0016	GRANT-BYRNE 2021	-	-	4,200	0.0000
10-2502-0018	GRANT-SHSP-VDEM-PEDESTRIAN BARRICADE	-	900	-	0
10-2502-0019	ALCOHOL GRANT-2024	-	-	26,335	0.0000
10-2502-0020	SPEED GRANT-2024	-	-	24,500	0.0000
10-2504-0002	GRANT-EMERGENCY MGNT-FED	12,180	14,775	12,180	121.3000
10-2504-0020	GRANT-BULLETPROOF VEST-FED	-	-	3,700	0.0000
10-2510-0008	LAW ENFORCEMENT EQUIPMENT ARPA GRANT	-	47,905	217,000	22.0800
10-4100-0086	CARRYOVER FUNDS FY22-23	-	-	1,347,263	0.0000
10-4104-0004	INSURANCE RECOVERIES-RETIREMEN	-	22,756	-	0
10-4104-0008	FROM FIDA-BOND PYMT-2012 ISSUE	3,023	7,055	46,478	15.1800
10-4104-0011	FROM PE CO-BOND PYMT-'12 ISSUE	-	226,299	226,299	100.0000
10-4104-0015	FM LIBRARY-APPROP LEASE RENT	-	180,000	180,000	100.0000
10-4104-0016	FM CKING-MEDICAL COMPENSATION BENEFIT	-	-	250,000	0.0000
10-4104-0018	FM SETASIDE ACCT-BONDS	-	-	1,276,044	0.0000
10-4104-0022	LEASE PROCEEDS	39,308	415,285	464,000	89.5000
10-4104-0026	Lease Purchase Revenue - BOA	-	1,594,109	1,594,109	100.0000
10-4107-0004	FM-PE CO-INSTANT ALERT	-	-	4,202	0.0000

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10-4107-0006	FM-LONGWOOD-DISPATCH SERV	-	350,000	350,000	100.0000
10-4113-0004	FROM FARMVILLE FIRE DEPT-PAYME	-	35,000	35,000	100.0000
10-4113-0008	FM-GOLF COURSE PROCEEDS	-	-	350,000	0.0000
10-4120-0001	TDFP GAP FINANCING-WEYANOKE	490	14,459	62,000	23.3200
10-4120-0002	TROF REPAYMENT-WEYANOKE	-	-	5,593	0.0000
10-5101-0005	TRANS FROM SEWER FUND	-	-	466,491	0.0000
FUND 10 TOTALS		1,175,392	12,322,557	17,997,570	68.47%
15-2404-0007	HIGHWAY FUNDS	556,086	1,668,259	1,886,000	88.4500
15-4100-0086	CARRYOVER FUNDS FY22-23	-	-	2,600	0.0000
FUND 15 TOTALS		556,086	1,668,259	1,888,600	88.33%
40-1501-0001	Interest - Unrestricted	4,875	42,889	532	8,062.3000
40-1501-0002	Interest - RESTRICTED	11,555	43,750	-	0
40-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	2	8	-	0
40-1502-0007	LEASE-JACKSON HTS WATER TANK	-	18,586	30,878	60.1900
40-1502-0009	LEASE-ANDREWS DR WATER TANK	3,424	30,583	40,468	75.5700
40-1620-0001	WATER SERVICE	139,130	1,325,031	1,881,307	70.4300
40-1620-0002	WATER TAPS	109,711	121,711	60,000	202.8500
40-1620-0003	SURCHARGE-MULTIPLE METERS	7,766	70,105	93,000	75.3800
40-1620-0004	SALE OF WATER	814	12,346	10,000	123.4600
40-1620-0099	PENALTY-WATER SERVICE	1,505	14,522	18,000	80.6800
40-1899-0010	SERVICE CHARGES	1,040	11,260	10,000	112.6000
40-1899-0011	SERVICE CRG-BAD CHECK	50	1,400	-	0
40-1899-0012	SALE OF SERVICE-TESTING	1,400	13,600	10,000	136.0000
40-2404-0005	VML SAFETY GRANT	-	2,000	-	0
40-2510-0007	ARPA REVENUE RECOGNIZED	-	-	2,016,000	0.0000
40-4100-0086	CARRYOVER FUNDS FY22-23	-	-	1,410,620	0.0000
40-4102-0001	FM PE CO-APPOMATTOX RIVER-USGS	-	8,930	8,240	108.3700
FUND 40 TOTALS		281,271	1,716,720	5,589,046	30.72%
42-1501-0001	Interest - Unrestricted	4,875	42,890	532	8,062.5000

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42-1502-0005	SALE OF FIXED ASSETS	1,750	5,150	-	0
42-1620-0099	PENALTY-SEWER SERVICE	1,780	16,857	17,500	96.3300
42-1630-0001	SEWER SERVICE	183,624	1,672,033	2,222,269	75.2400
42-1630-0002	SEWER TAPS	84,500	96,500	75,000	128.6700
42-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	16,400	-	0
42-1899-0012	SALE OF SERVICE-LEACHATE-CUMBERLAND	-	14,274	25,000	57.1000
42-1899-0013	SALE OF SERVICE-SEWER TREAT	1,800	15,600	10,000	156.0000
42-2404-0005	VML SAFETY GRANT	-	2,000	2,000	100.0000
42-2510-0007	ARPA REVENUE RECOGNIZED	-	-	376,153	0.0000
42-4100-0086	CARRYOVER FUNDS FY22-23	-	-	734,478	0.0000
FUND 42 TOTALS		278,329	1,881,704	3,462,932	54.34%
44-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	-	5	0.0000
44-1502-0005	SALE OF FIXED ASSETS	13,500	38,700	-	0
44-1520-0001	PASSENGER FARES	878	6,818	8,700	78.3700
44-1521-0002	CONTRIBUTION-LONGWOOD [1500]	-	178,800	178,800	100.0000
44-1521-0003	CONTRIBUTION-P E COUNTY	-	18,750	25,000	75.0000
44-1901-0010	RECOVERY-VML INS-VEHICLE DAMAGE	-	8,037	10,000	80.3700
44-2403-0001	MISC GRANTS	-	-	10,000	0.0000
44-2410-0003	STATE FORMULA GRANT	-	181,796	190,000	95.6800
44-2414-0001	STATE GRANT-3 BUSES	-	40,572	48,768	83.1900
44-2510-0001	GRANT-STATE PASS THRU-FED	72,870	244,948	375,000	65.3200
44-2514-0001	FEDERAL GRANT-3 BUSES	-	202,858	243,840	83.1900
44-4100-0050	USE OF PY FUND BALANCE	-	-	74,739	0.0000
44-4100-0086	CARRYOVER FUNDS FY22-23	-	-	722,055	0.0000
FUND 44 TOTALS		87,248	921,278	1,886,908	48.82%
45-1501-0001	INT-CK ACCT-BENCHMARK	35	322	400	80.3800
45-1502-0001	RENT-HANGER SPACE	7,660	7,660	6,660	115.0200
45-1502-0002	AIRPORT MAINTENANCE FEE	2,340	2,340	2,040	114.7100
45-1502-0005	SALE OF FIXED ASSETS	-	361	-	0

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45-1502-0006	SALE OF MATERIALS	-	312	-	0
45-1690-0001	SALE OF AV GAS	4,206	35,446	89,000	39.8300
45-1691-0001	SALE OF JET FUEL	2,021	38,159	65,000	58.7100
45-1899-0001	DONATIONS-PRINCE ED COUNTY	-	7,600	7,600	100.0000
45-2401-0008	STATE GRANT-AWOS MAINT	-	1,140	3,420	33.3300
45-2401-0013	STATE GRANT-MAINTENANCE	875	8,934	18,400	48.5500
45-2401-0014	STATE GRANT-WEED KILL	-	690	1,000	69.0000
45-2401-0044	STATE GRANT-PAVEMENT-CONST/LIGHTING	-	311	-	0
45-2401-0055	UPDATE SWPPP	-	-	16,000	0.0000
45-2403-0001	MISC GRANTS	-	-	50,000	0.0000
45-2501-0044	FED GRANT-REHAB RUNWAY	-	3,494	-	0
45-2501-0051	GRAND-FED-RUNWAY SAFETY AREA GRADING	-	3,348	-	0
45-2501-0054	REHAB TAXIWAY PAVEMENT	61,680	681,756	833,000	81.8400
45-4100-0050	USE OF PY FUND BALANCE	-	-	189,429	0.0000
45-4100-0086	CARRYOVER FUNDS FY22-23	-	-	71,626	0.0000
FUND 45 TOTALS		78,817	791,871	1,353,575	58.50%
61-1501-0001	INTEREST EARNED-PAULETTE TRUST	-	0	-	0
FUND 61 TOTALS		-	0	-	0%
70-1501-0001	INTEREST	2	13	-	0
70-1501-0003	INT-PRNG TASK FORCE	0	2	-	0
70-2404-0001	ASSET FORFEITURE-STATE	514	1,823	-	0
70-2406-0001	TASK FORCE REVENUE	-	650	-	0
FUND 70 TOTALS		516	2,488	-	0%
Final Totals		2,457,660	19,304,878	32,178,630	59.99%

March 2024 - Salaries

Below are the departments with explanations that are over their 9 Month Actual to Budget.
This percentage should be at 100% or below.

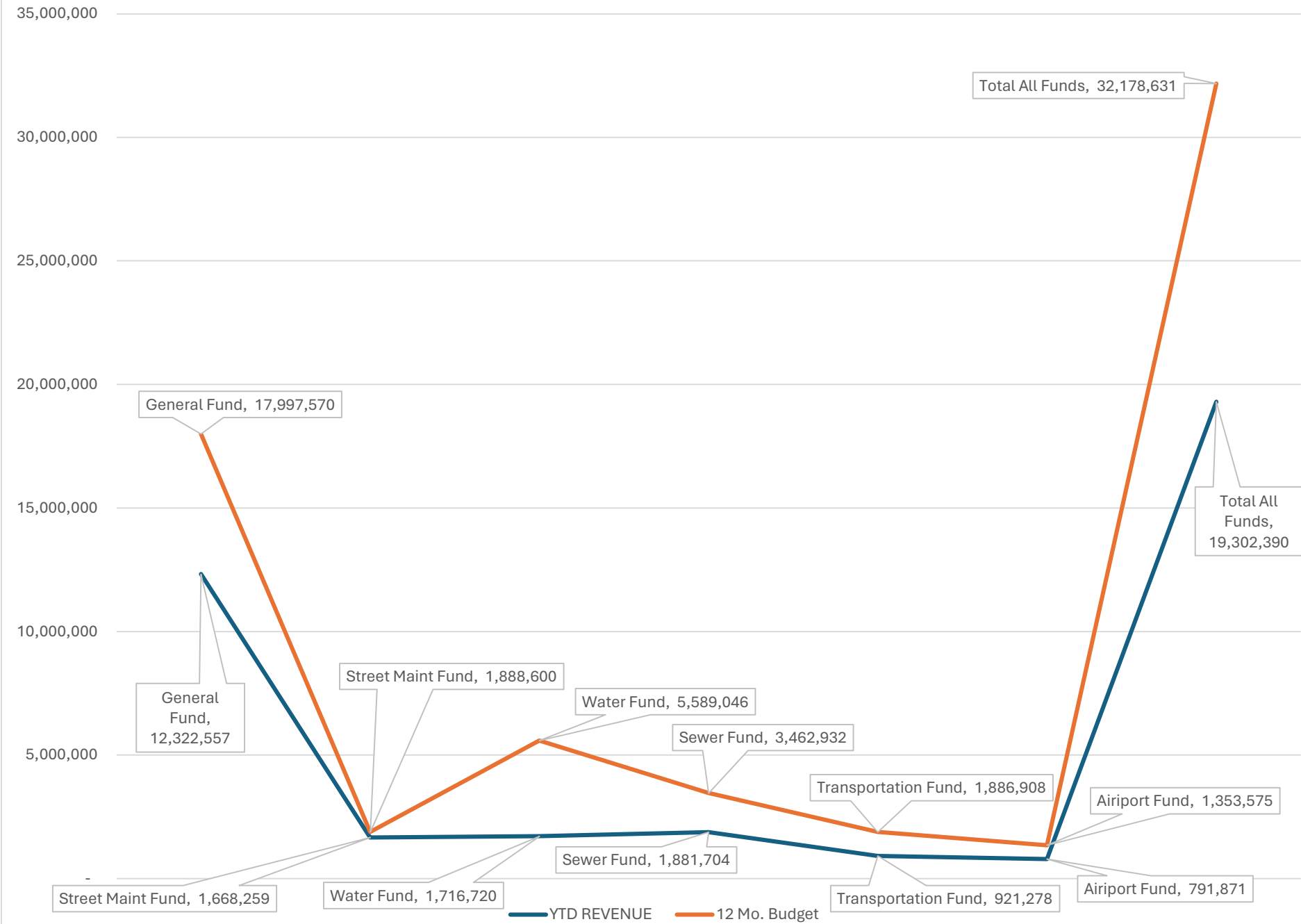
Actual/Budget

10-7100 Football Referees 102.00% Payment is during the season not each month.

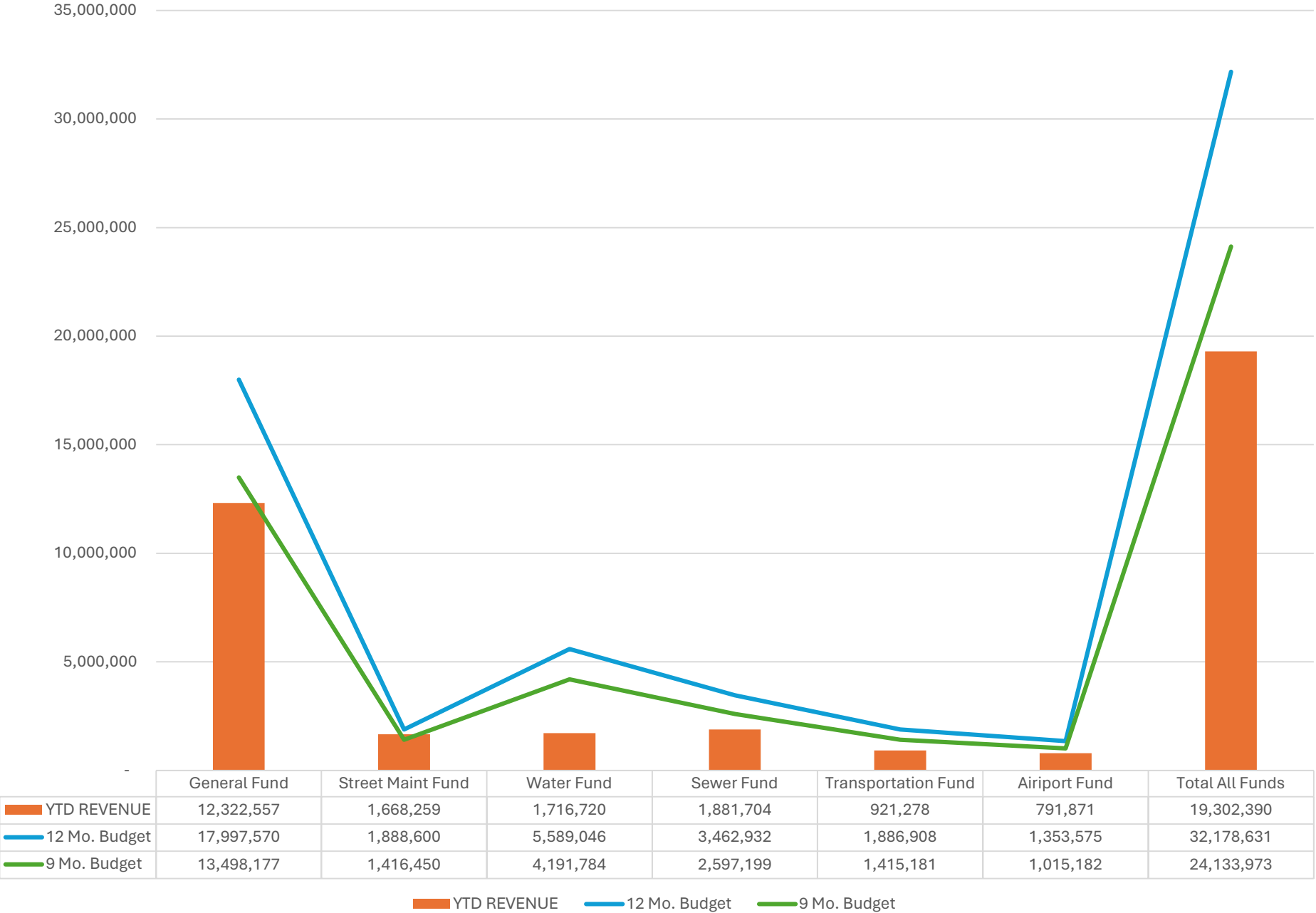
FY24 INFORMATION	<u>Total All Funds</u>	
	Expended YTD	\$5,228,710
	9 Mo Budget Amt	<u>\$5,577,460</u>
		(\$348,750)
Expended through March for Salaries is \$348,750 less than our		
9 Month Budget Amount.		

FY23 INFORMATION (PRIOR YEAR)	<u>Total All Funds</u>	
	Expended YTD	\$4,597,539
	9 Mo Budget Amt	<u>\$4,955,052</u>
		(\$357,513)
Expended through March for Salaries is \$357,513 less than our		
9 Month Budget Amount.		

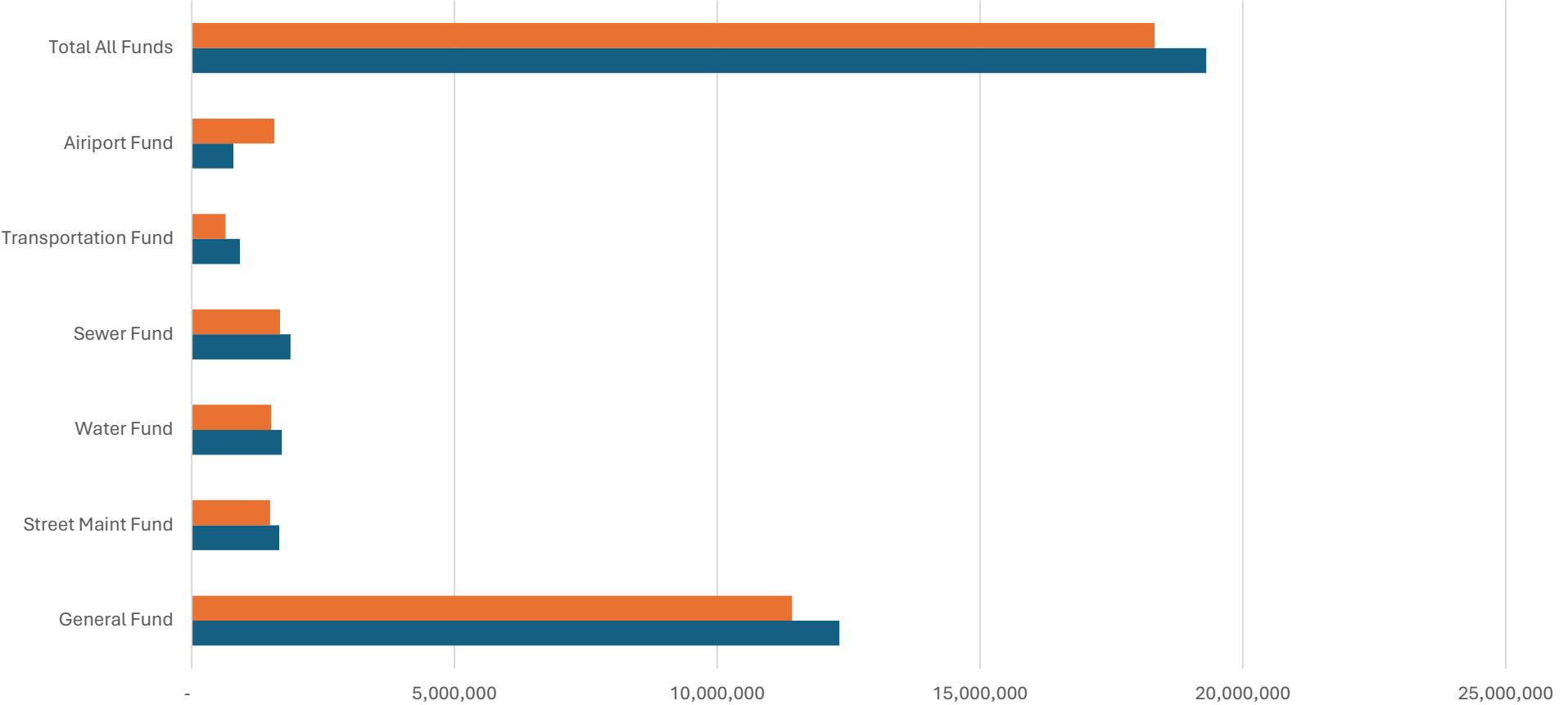
Revenue All Funds - YTD vs. Budget - March 2024



March 2024 Actual Vs. 12 Month Budget and 9 Month Budget



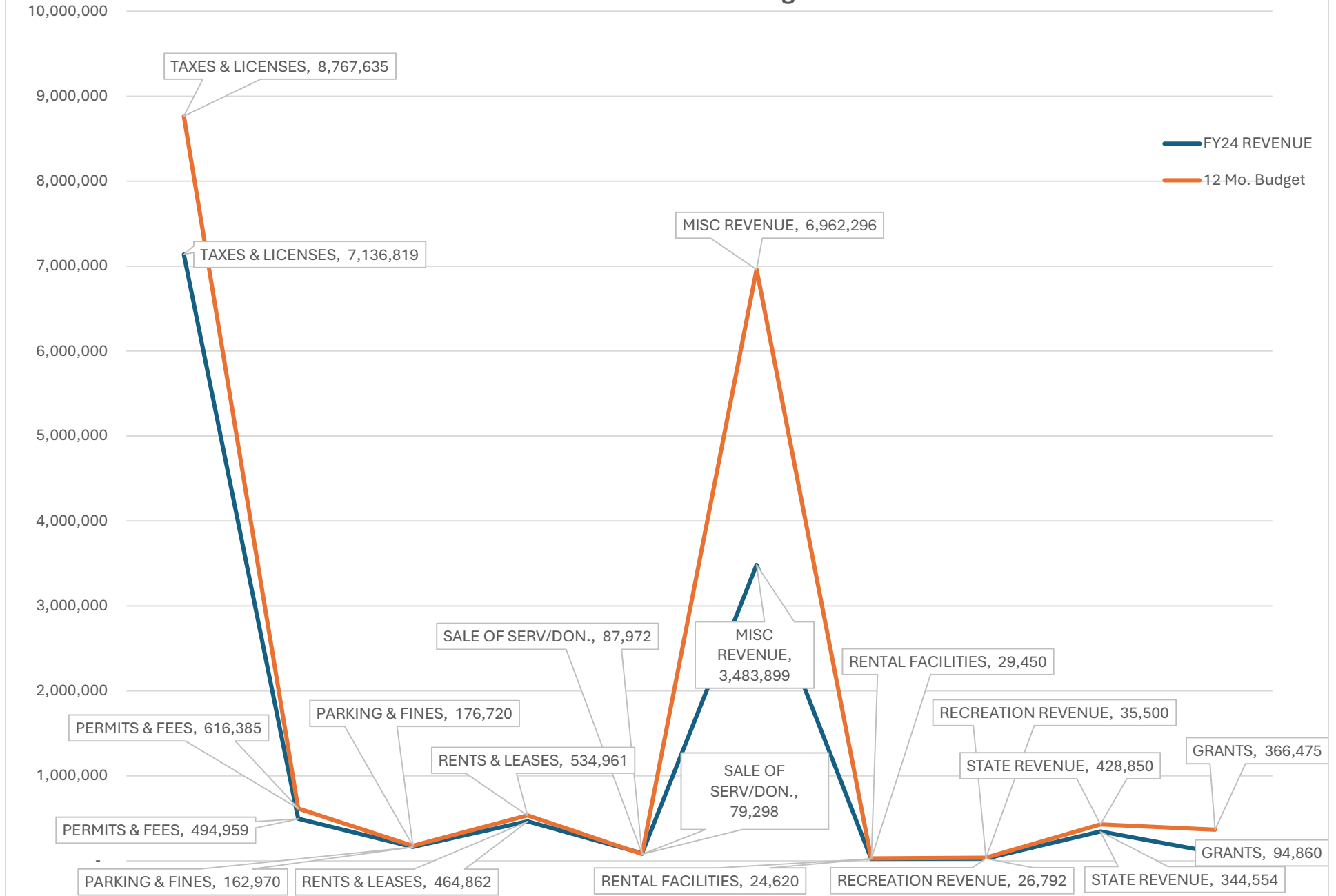
CURRENT MARCH 2024 COMPARED TO PRIOR MARCH 2023 YTD REVENUE



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airiport Fund	Total All Funds
PY YTD REVENUE	11,420,902	1,493,005	1,512,100	1,679,962	645,877	1,570,295	18,322,141
YTD REVENUE	12,322,557	1,668,259	1,716,720	1,881,704	921,278	791,871	19,302,390

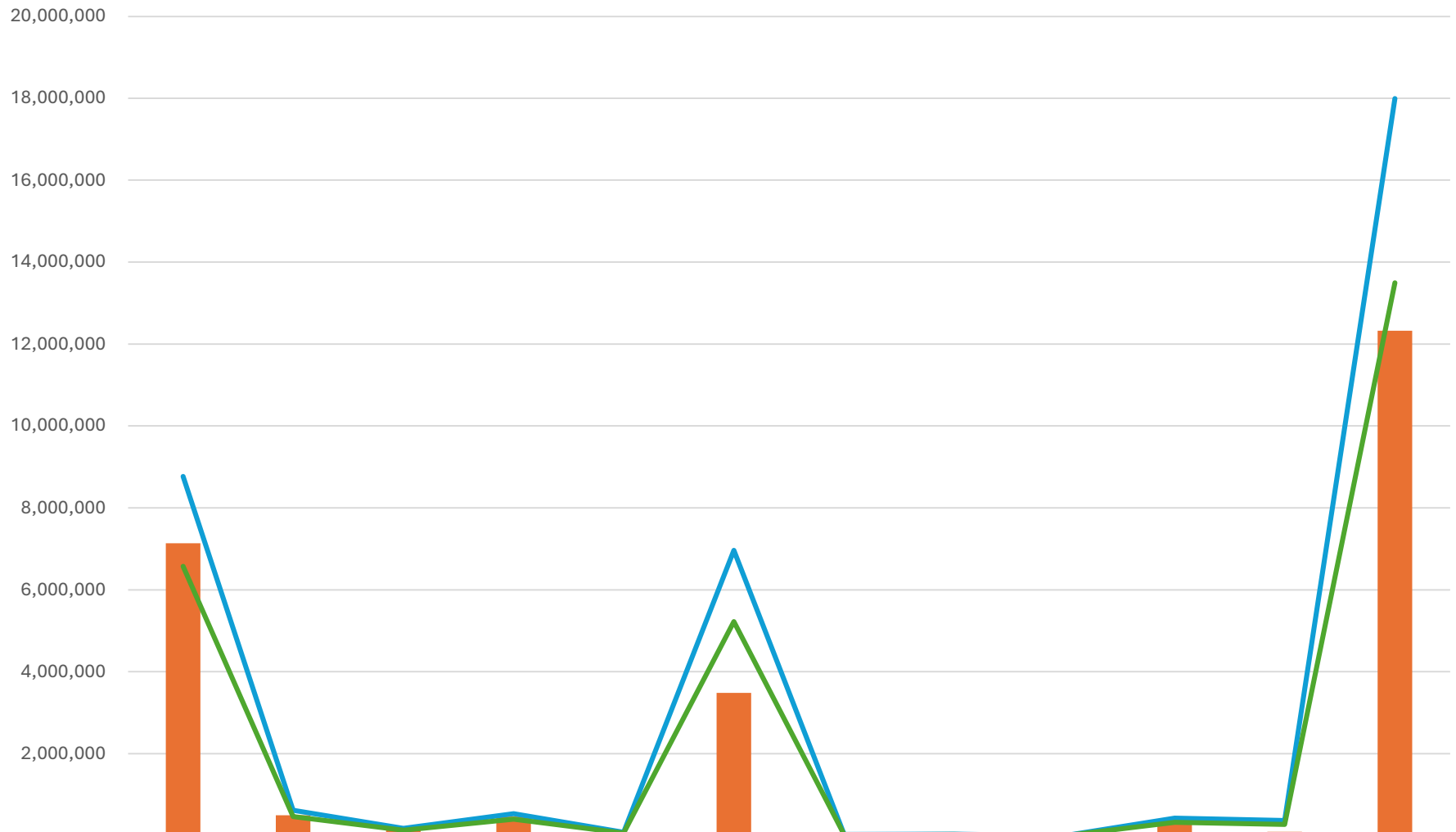
PY YTD REVENUE YTD REVENUE

General Fund Revenue - YTD vs. Budget - March 2024



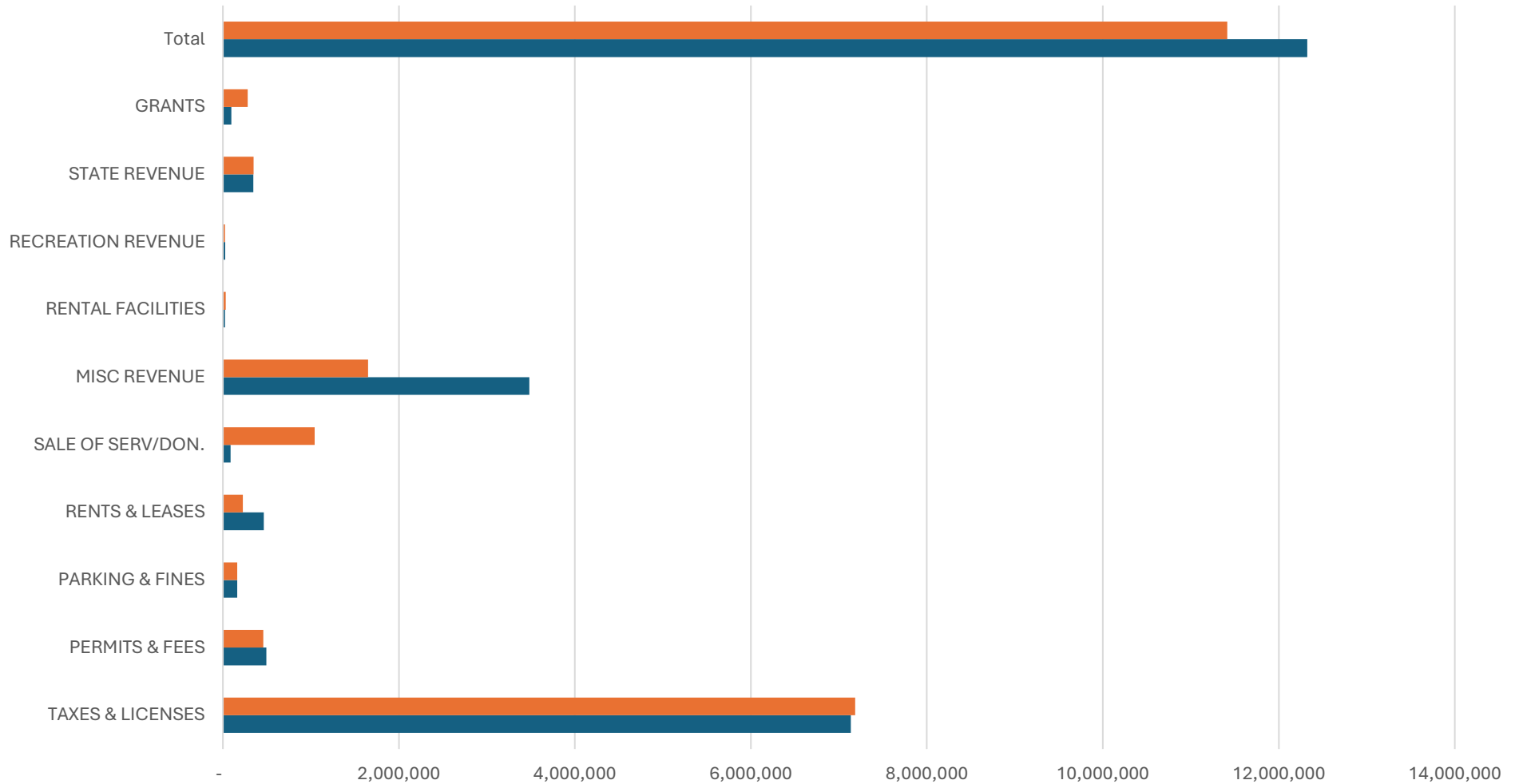
Note: All Budgeted amounts are shown above the line graph, and all actual amounts are shown below the line graph.

March 2024 General Fund - YTD Revenue Vs. 12 Month Budget and 9 Month Budget



■ FY24 REVENUE
 — 12 Mo. Budget
 — 9 Mo. Budget

GENERAL FUND REVENUE - MARCH 2024 COMPARED TO MARCH 2023



	TAXES & LICENSES	PERMITS & FEES	PARKING & FINES	RENTS & LEASES	SALE OF SERV/DON.	MISC REVENUE	RENTAL FACILITIES	RECREATION REVENUE	STATE REVENUE	GRANTS	Total
FY23 REVENUE	7,185,243	460,151	163,636	226,942	1,042,827	1,651,036	31,326	24,623	347,341	282,015	11,415,139
FY24 REVENUE	7,136,819	494,959	162,970	464,862	87,972	3,483,899	24,620	26,792	344,554	94,860	12,322,307

■ FY23 REVENUE
 ■ FY24 REVENUE

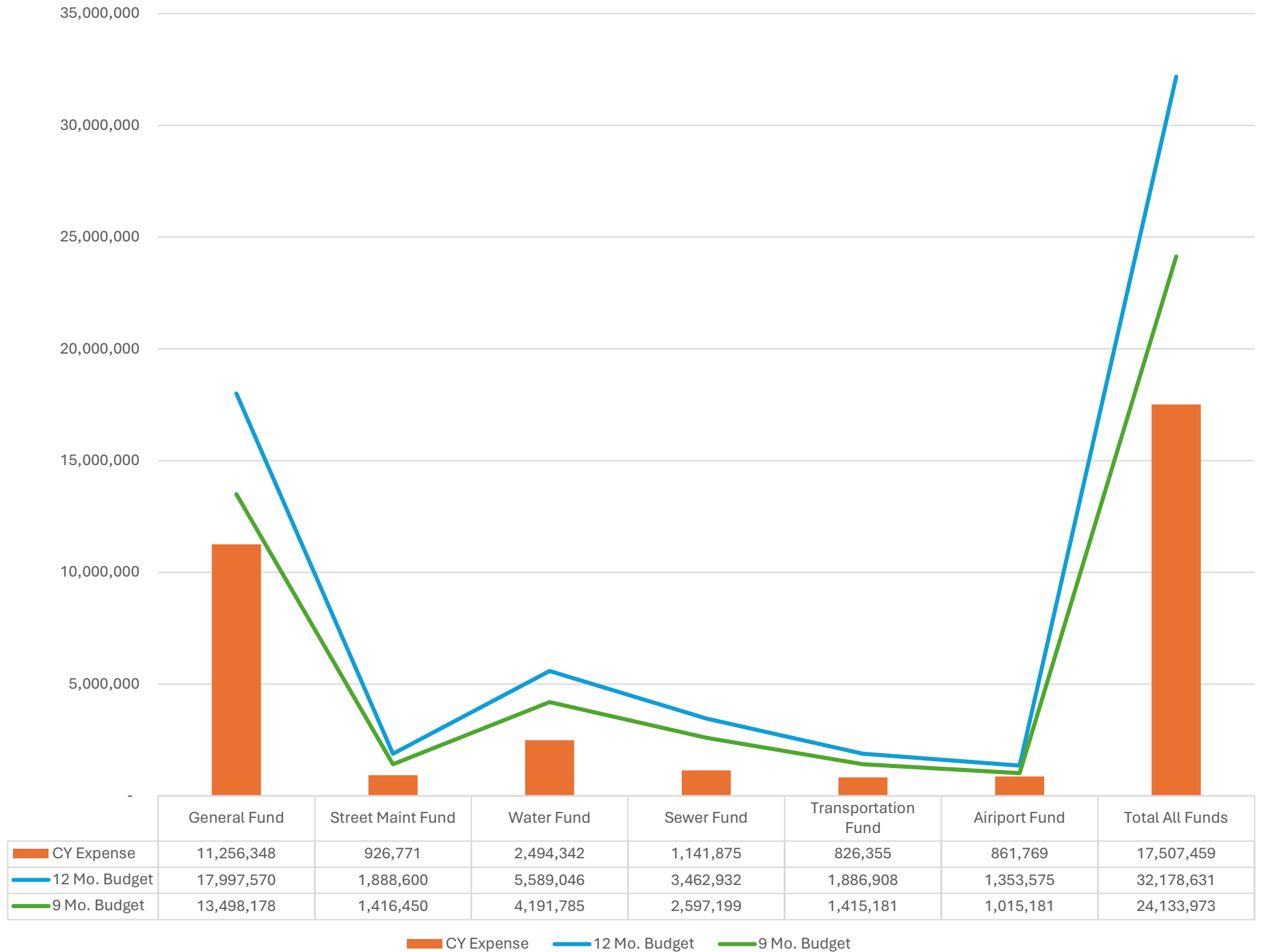
Notes on comparisons:

Rents and Leases: In the previous year, we received lease proceeds for one of the police cars; in the current year, we have received lease proceeds for the leaf truck and police cars.

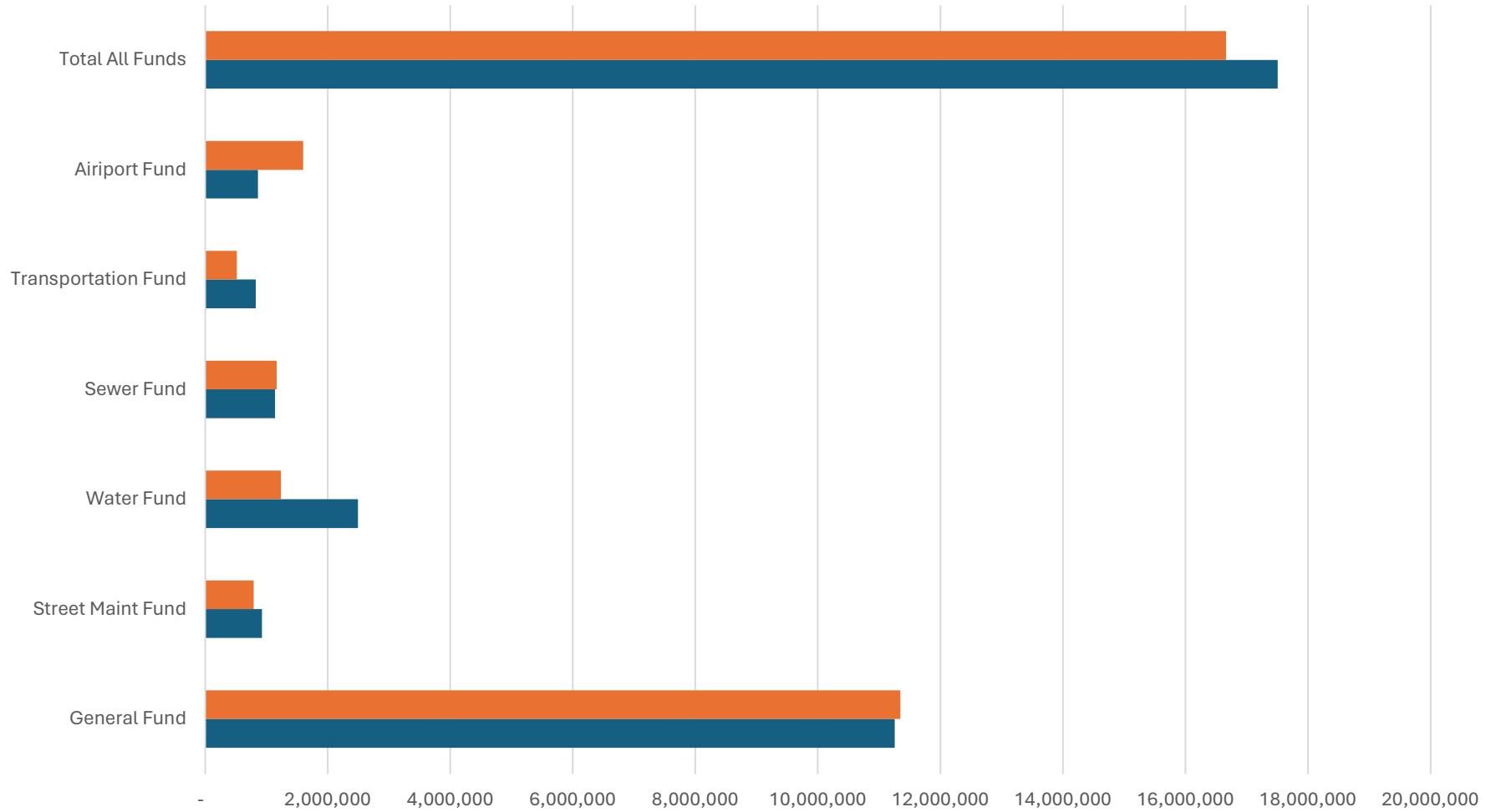
Sale of Service/Donations: The Town sold the golf course last year.

Miscellaneous Revenue: In December 2023, the ABM Project funds from Bank of America were received, and a portion was allocated to the General Fund.

March 2024 Actual Vs 12 Month Budget and 9 Month Budget



Fund Total Expenses Current Year Vs. Prior Year - March 2024



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airport Fund	Total All Funds
■ PY Expenses	11,347,605	791,142	1,236,958	1,168,724	519,784	1,600,269	16,664,482
■ CY Expense	11,256,348	926,771	2,494,342	1,141,875	826,355	861,769	17,507,459

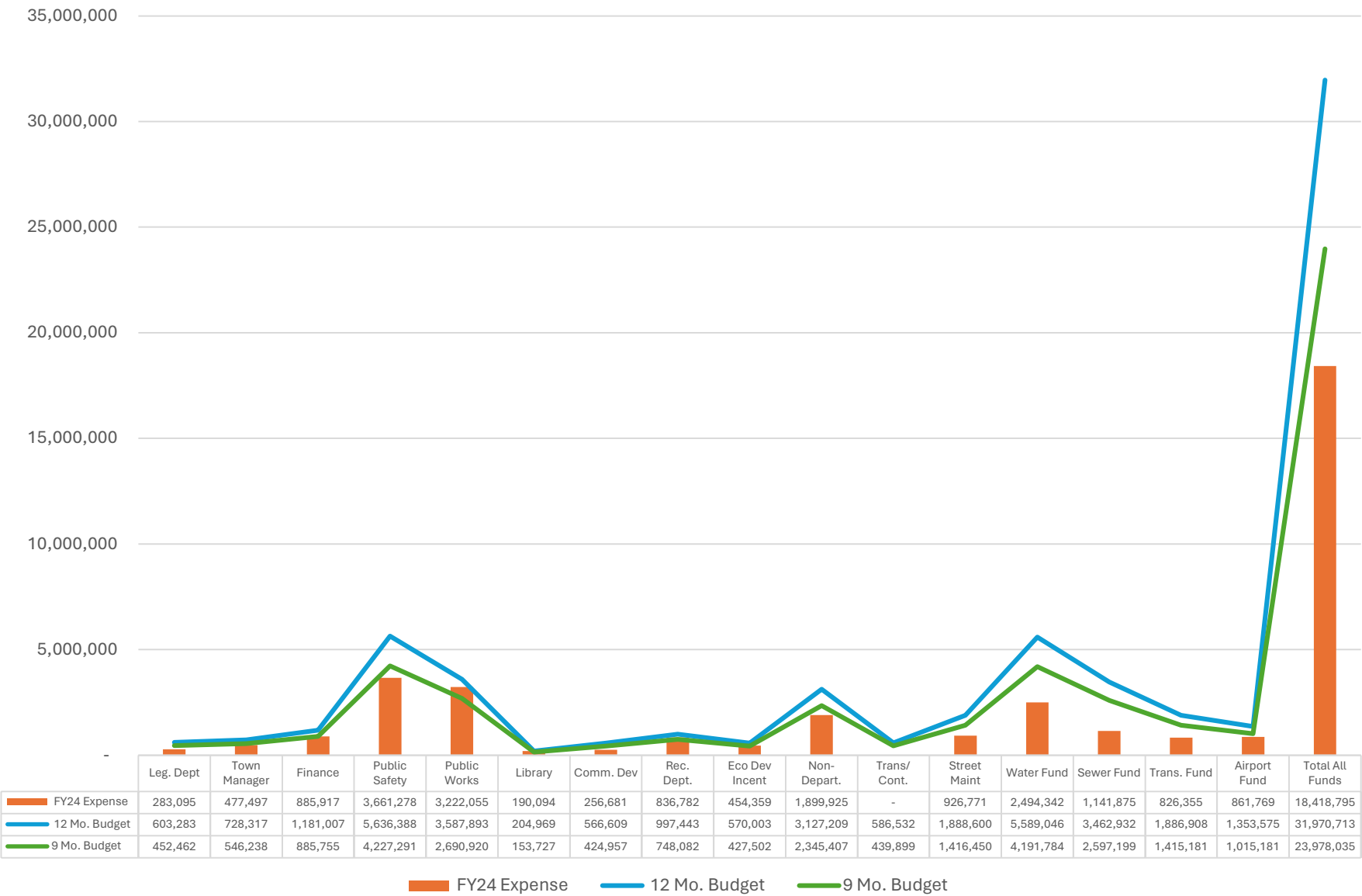
■ PY Expenses ■ CY Expense

Notes on comparisons:

Water Fund: The surge in expenses is due to ARPA purchases such as replacing the generator and mud values and the ABM payment for the water meter project.

Transportation Fund: The increase in expenses is due to two passage buses purchased in the current year; no such purchases were made at this point in the prior year.

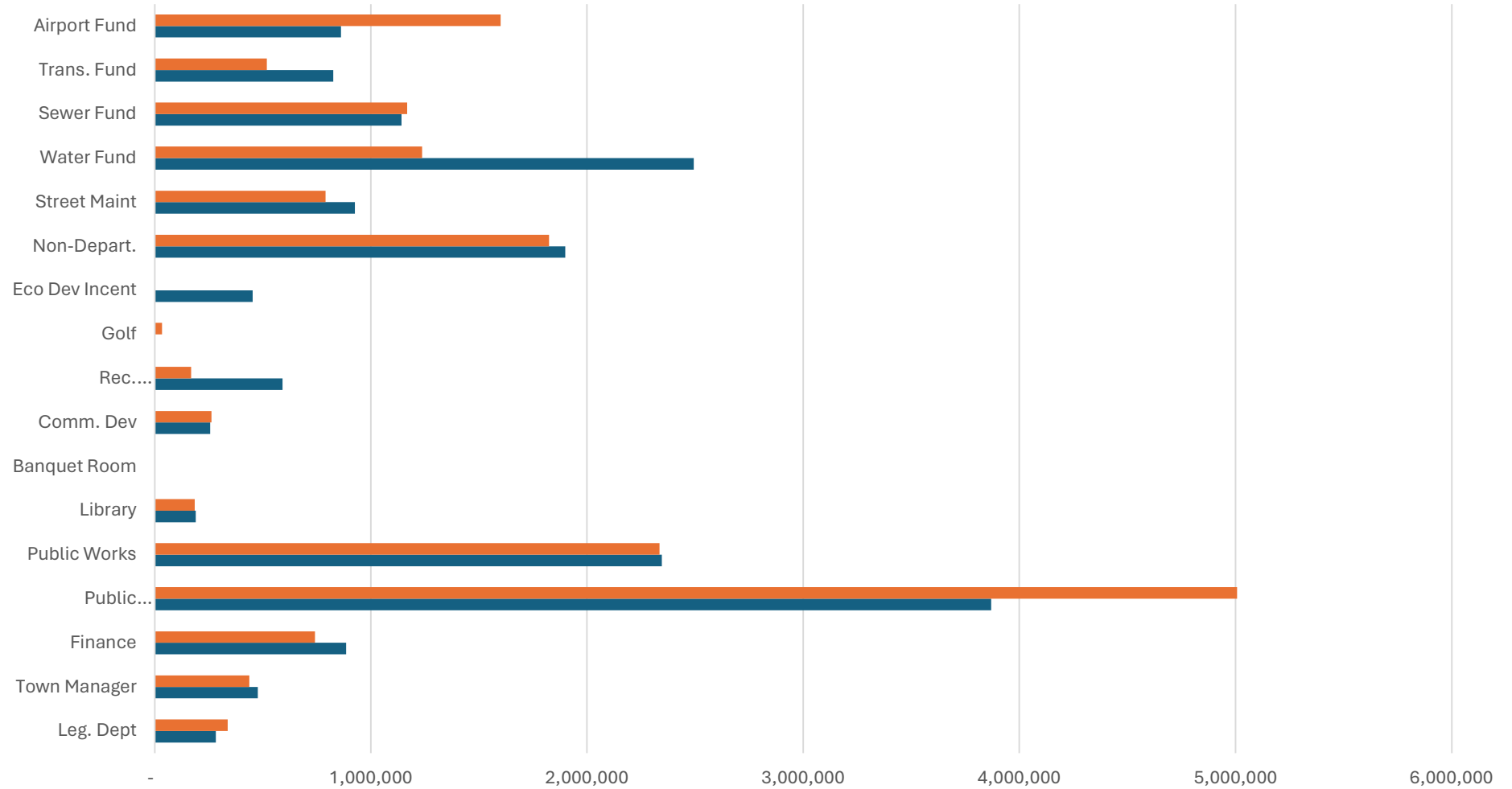
March 2024 - YTD Expenses Vs. 12 Month Budget and 9 Month Budget



Current Year Vs. Budget Notes:

Public Works Department: Purchased Leak Truck, Street Sweeper, Zero-Turn Mower, Truck-Horticulture and replaced Traffic Light-North Street

Current Year Expenses Vs. Prior Year Expenses - March 2024



FY23 Expense FY24 Expense

Notes on comparisons:

Finance: The current year's expenses rise due to the purchase of OpenGov software, which was invoiced in July 2023, along with an increase in professional fees.

Public Safety: In the prior year, expenses reflect the purchase of a new Fire Truck and radios for Dispatch.

Recreation: This year's increase in expenditures is linked to the acquisition of splashpad equipment in July and August 2023.

Water Fund: This year's increase in expenses is related to ARPA purchases and ABM Project payment.

Transportation Fund: This year's increase in expenses is related to the purchase of new buses.



Town of Farmville

Agenda Item Summary

MEETING DATE: May 1, 2024

ITEM NUMBER: 7.a. – Proposed Ordinance No. 230

BACKGROUND: As a discussion item initiated by Council member Yoelin, the Town Manager mentioned this topic at the April 3, 2024, Work Session. The Code of Virginia allows for towns to work with and get approval from the Circuit Court to have a land bank entity remediation instead of condemning and tearing down residential structures. A land bank in a non-profit entity could be allowed to take control to restore a property.

The Town Manager will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Farmville Land Bank Ordinance

ORDINANCE NO. 230

Amending Chapter 6 – Building by adding Article VI – Farmville Land Bank

THE TOWN OF FARMVILLE HEREBY ORDAINS:

1. Chapter 6 – Building be amended by adding Article VI – Farmville Land Bank to include Sections 6-150 through 6-165 of the Town of Farmville Town Code as follows:

ARTICLE VI – FARMVILLE LAND BANK

Sec. 6-150. Authority

Pursuant to the authority granted by Sec. 15.2-7512 of the Code of Virginia, the Town of Farmville hereby designates Commonwealth Land Bank and its governing board to carry out the functions of a land bank entity.

Sec. 6-151. Purpose

The purpose of the Land Bank shall be to assist the town of Farmville addressing vacant, abandoned, tax delinquent and derelict properties within Town limits.

Sec. 6-152. Governance

The governance structure, articles of incorporation, charters, bylaws and other corporate documents of Commonwealth Land Bank are sufficient to authorize Commonwealth Land Bank to carry out the provisions of the Land Bank Entities Act (Code of Virginia Sec. 15.2-7500 – 15.2-7512).

Secs. 6-153 – 6-165. – Reserved.

2. This ordinance shall be in full force and effect upon passage.

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 Pairet _____.

The Honorable Adam Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: May 1, 2024

ITEM NUMBER: 8.a. – Delinquent Meals Tax Policy (Draft)

BACKGROUND: The Town Manager will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Meals Tax Policy - DRAFT

DELINQUENT MEALS TAX POLICY

Section 1. PURPOSE

This policy outlines the procedures and timeline for handling delinquent meal tax payments within the Town of Farmville ("Town"). The intent is to establish a systematic approach for the timely collection of meal taxes, ensuring fiscal responsibility and adherence to Town ordinances governing tax collection. This policy provides clear guidelines for actions to be taken at specific intervals when meal tax payments are overdue, aiming to facilitate compliance and recovery of owed taxes while maintaining a constructive relationship with the business community.

Section 2. POLICY

The Finance Department is responsible for administering meal tax collection, including managing delinquent accounts. The following timeline and procedures have been established to address delinquency in meal tax payments:

1. **Monthly Due Date:** All reports and payments for meal taxes are due by the 20th of each month.
2. **Courtesy Follow-up:** If a report and payment have not been received by the 24th-25th of the month, the customer (business) will be contacted via a courtesy call and/or email by the Finance Department, reminding them of their obligation and inquiring about any issues preventing payment.
3. **Formal Notification:** By the 1st of the following month, delinquent businesses will receive a formal letter from the Finance Director. This letter will notify them of the delinquent return and provide a new deadline, the 20th of the subsequent month, to submit both the overdue and the current month's meal tax payments.
4. **Legal Notification:** If payment and reports are not received by the 20th of the second month, the Finance Department will escalate the issue to the Town Attorney. The Town Attorney will formally notify the business of delinquency, indicating potential legal actions for failure to comply.
5. **Final Steps:** After two additional weeks without compliance, the Finance Department will coordinate with the Farmville Police Department to discuss initiating legal action against the delinquent business.

Section 3. OBJECTIVES

- To ensure timely and complete collection of meal taxes owed to the Town.
- To maintain fiscal integrity and support the Town's financial stability through diligent tax collection efforts.
- To foster a cooperative and informed business community that is aware of their tax obligations and the consequences of delinquency.

DELINQUENT MEALS TAX POLICY

Section 4. PROCEDURES

- **Finance Department Responsibilities:**
 - Monitor meal tax payments and report submissions monthly.
 - Initiate courtesy follow-ups and send formal notifications as per the timeline.
 - Coordinate with the Town Attorney and the Farmville Police Department for escalating enforcement actions.
 - Maintain records of all communications and actions taken for each delinquent account.
- **Town Council:**
 - Review and approve the Delinquent Meals Tax Policy.
 - Stay informed on the effectiveness of the policy and any significant issues related to tax collection efforts.

This policy shall be reviewed annually to ensure its effectiveness and compliance with current laws and regulations governing tax collection within the Town.



Town of Farmville

Agenda Item Summary

MEETING DATE: May 1, 2024

ITEM NUMBER: 13.a. – Closed Session: In accordance with the provisions of Paragraph A.3 of Section 2.2-3711, for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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.3. of Section 2.2-3711, for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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