



Town of Farmville

Town Council

May 7, 2025 at 6:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Adoption of Agenda**
4. **Declaration of Personal Interest**
5. **Finance Report**
 - a. Report by Finance Director
6. **Farmville Regional Airport Lease**
 - a. Proposed Airport Lease
7. **Dominion Energy Site Plan Update**
8. **Discussion: Future Joint Meetings with the Planning Commission**
9. **Town Manager's Report**
10. **Comments by Mayor and Town Council**



Town of Farmville

Agenda Item Summary

MEETING DATE: May 7, 2025

ITEM NUMBER: 5.a. – Report by Finance Director

BACKGROUND:

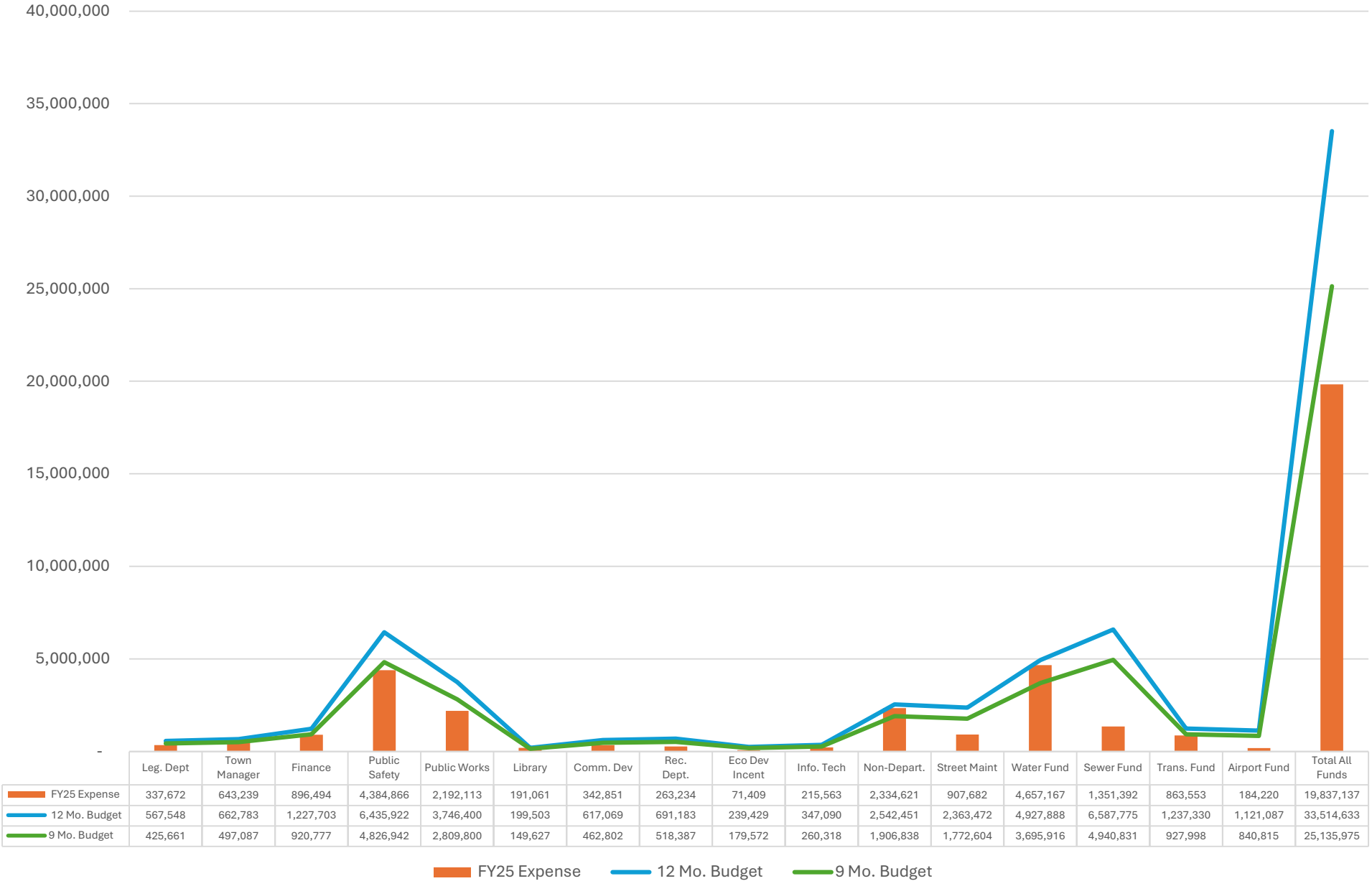
RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Expense - Dept CY vs Budget - March 2025
2. Expense - Dept CY vs PY - March 2025
3. Revenue - All Funds CY vs Budget - March 2025
4. Revenue - All Funds CY vs PY - March 2025
5. Revenue - GF CY Vs Budget - March 2025
6. Revenue - GF CY vs PY - March 2025
7. Expense - All Funds CY vs Budget - March 2025
8. Expense - All Funds CY vs PY - March 2025
9. Salary Report - March 2025
10. Revenue Report - March 2025

March 2025 - YTD Expenses Vs. 12 Month Budget and 9 Month Budget



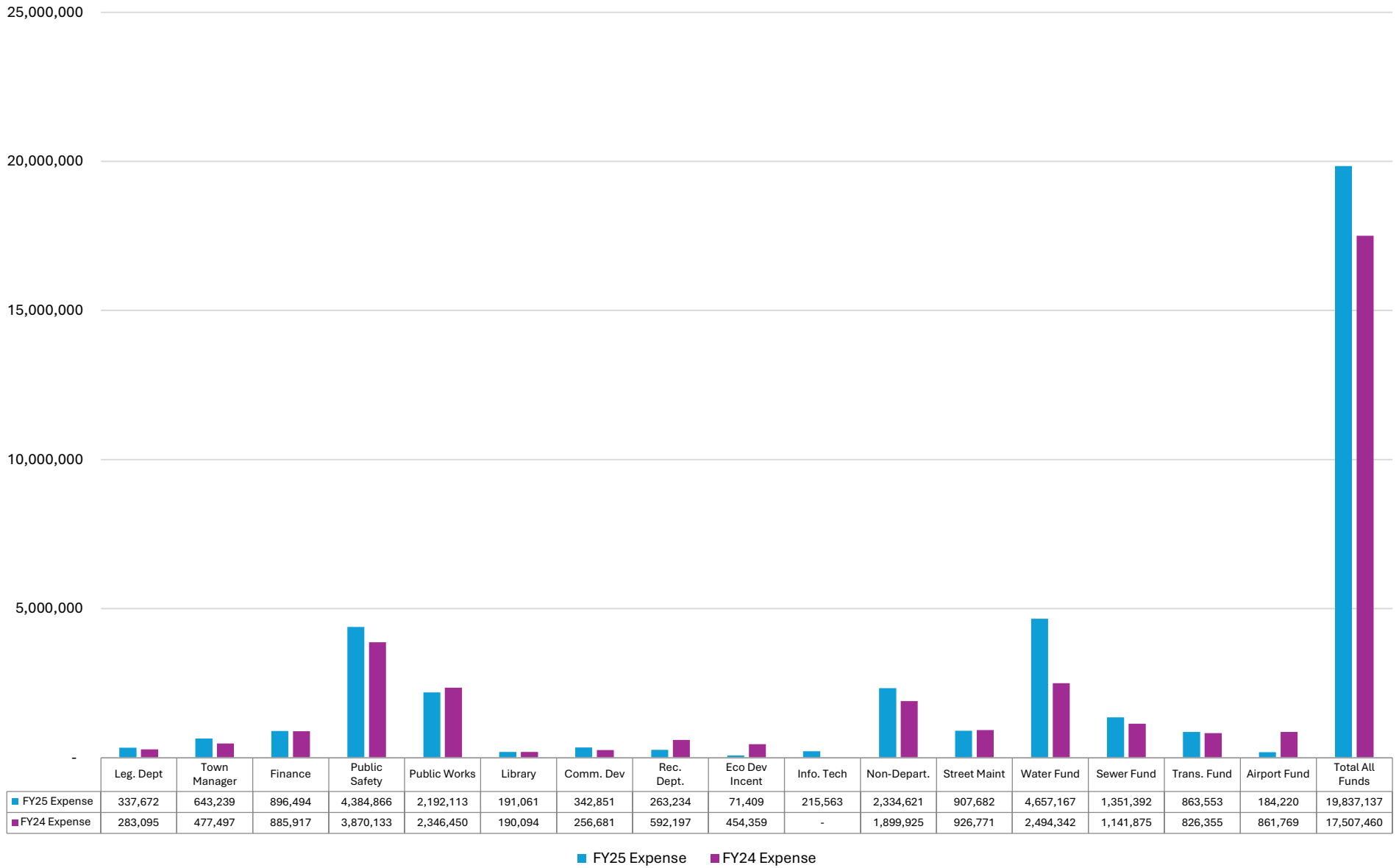
Current Year Vs. Budget Notes:

Town Manager: Engineering fees for Hurt & Proffitt for the manhole study that was not budgeted.

Library: The appropriation to the library was paid at the end of July 2024.

Non-Departmental: The bond payment was made in September 2024.

Current March 2025 Vs. Prior March 2024



Current Year Vs. Prior Year Notes:

Legislation: More medical compensation payout in FY25 than in FY24.

Town Manager: Engineering fees for Hurt & Proffitt for the manhole study occurred in FY25.

Police: Five police cars and a firefighter vehicle were already received in FY25, whereas in FY24, the police cars were not received until toward the end of the fiscal year. In addition, the Town has made payments on the new fire radios in FY25.

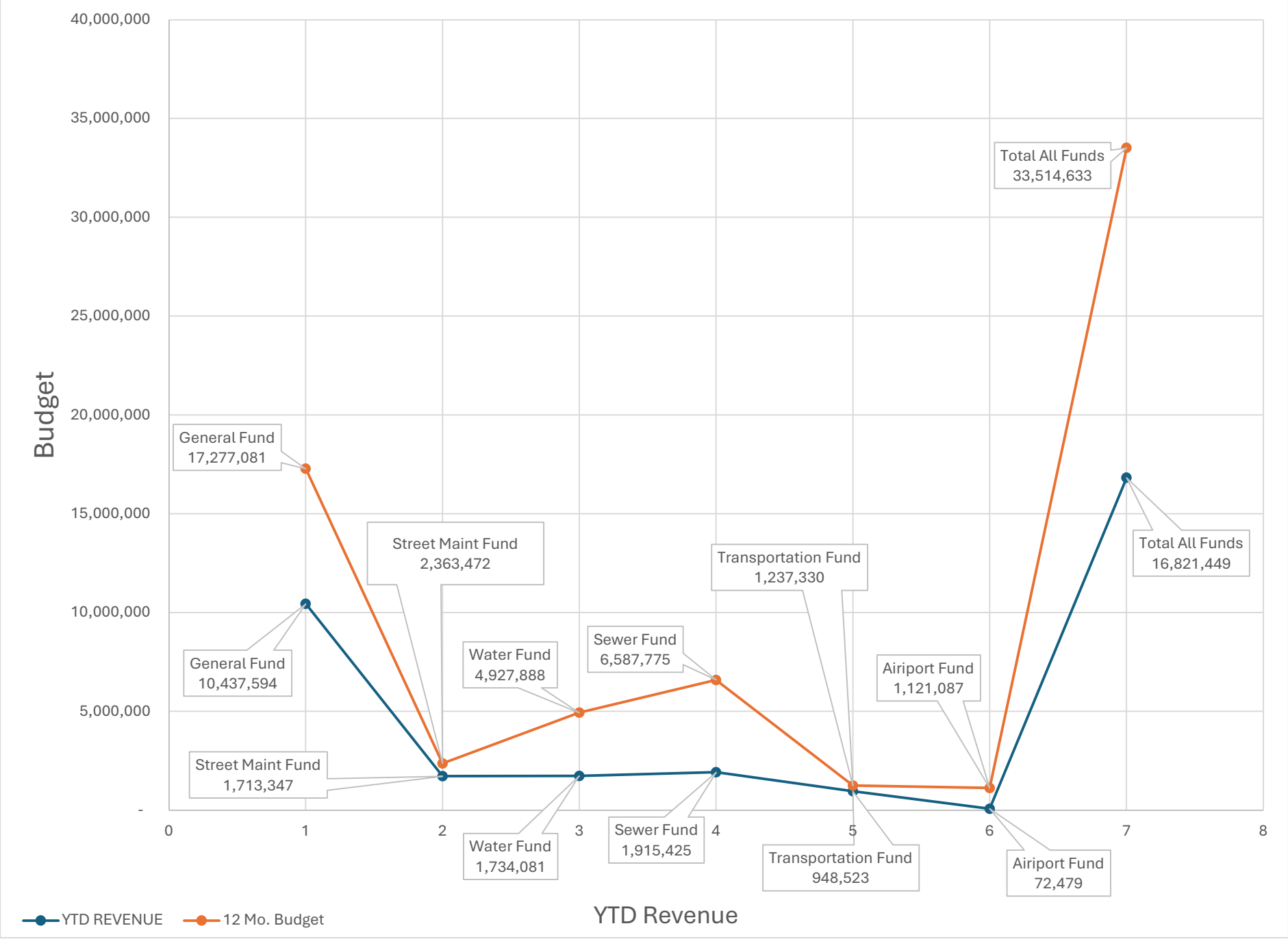
Community Development: In FY25, paid retail strategies earlier, along with the purchase of a vehicle.

Water Fund: The ABM interest payment made in July 2024 increased the Water fund expenses along with the ARPA Oxidation tank project.

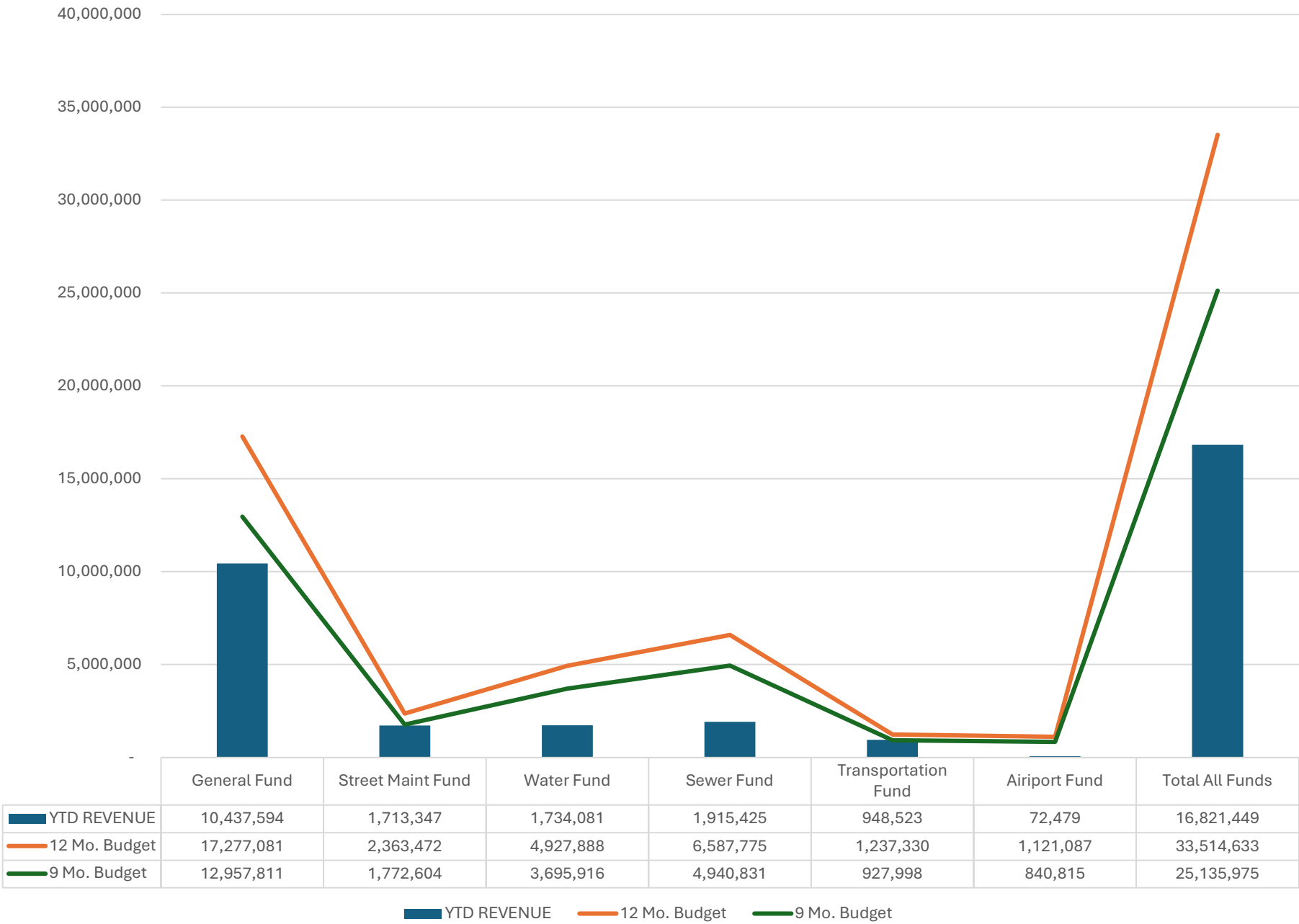
Sewer Fund: Increase due to the service truck with a crane and chemicals ordered in July 2024.

Airport Fund: In the prior year, a project, Taxiway Pavement Construction, was ongoing; no such project is currently underway in FY25.

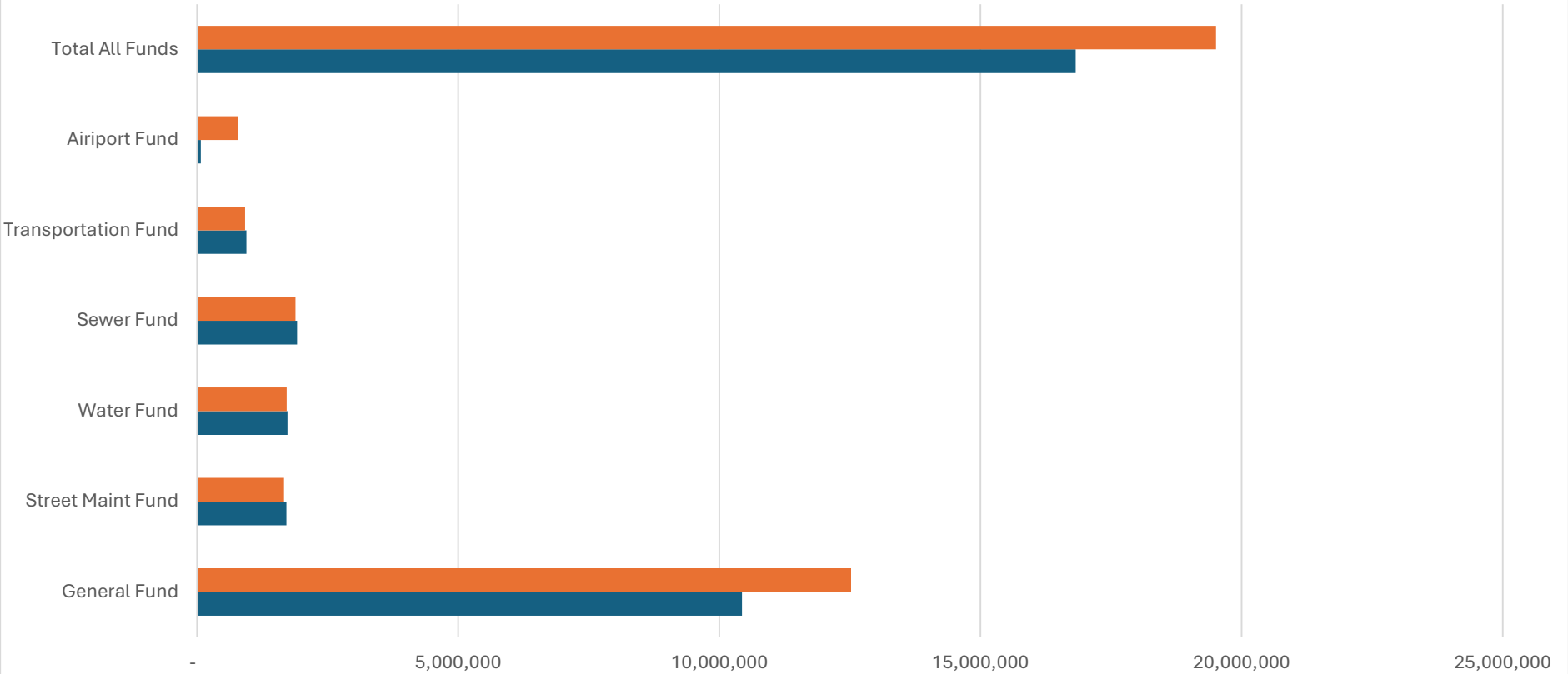
Revenue All Funds - YTD- March 2025



March 2025 Actual Vs. Budget

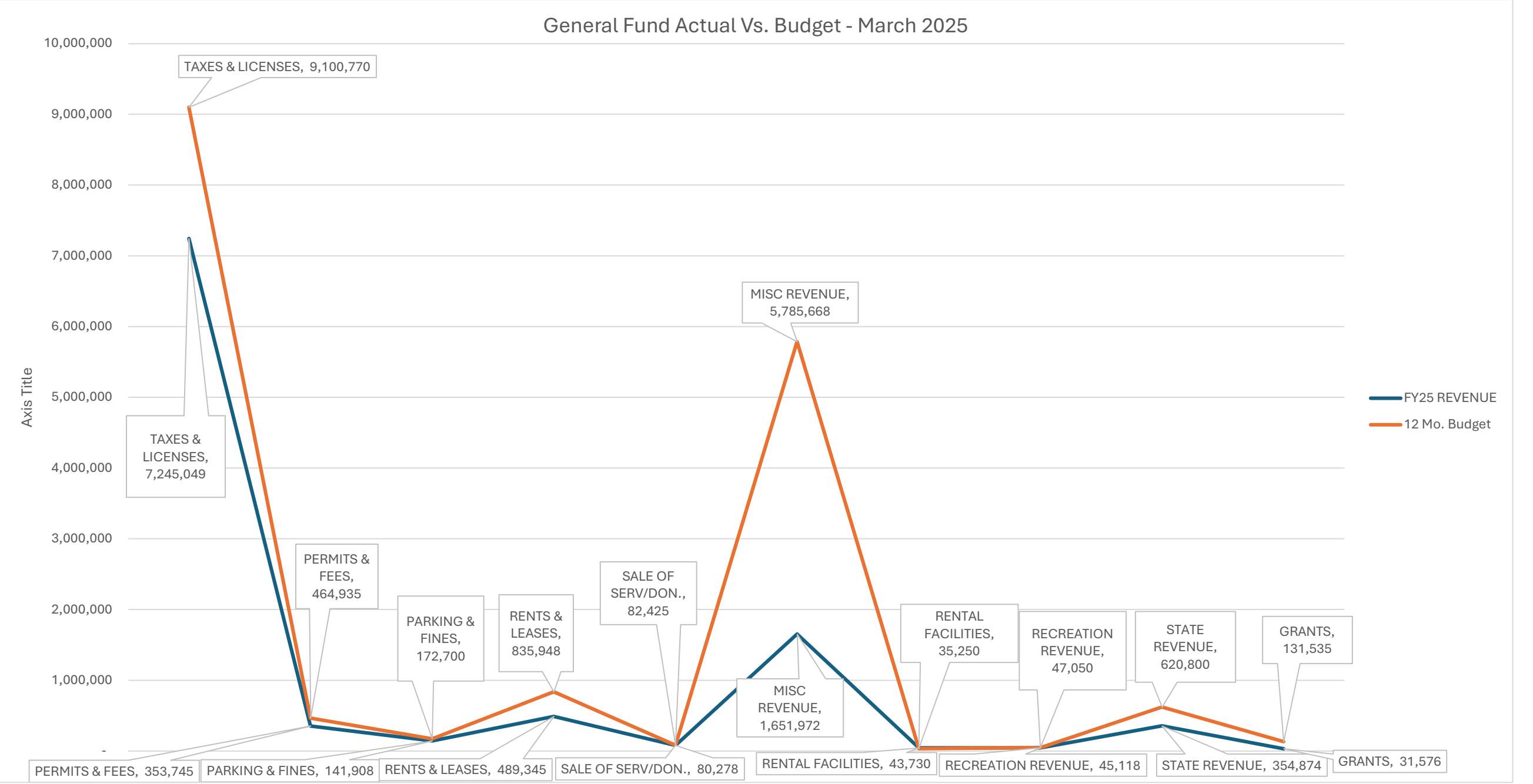


CURRENT MARCH 2025 COMPARED TO PRIOR MARCH 2024 YTD REVENUE



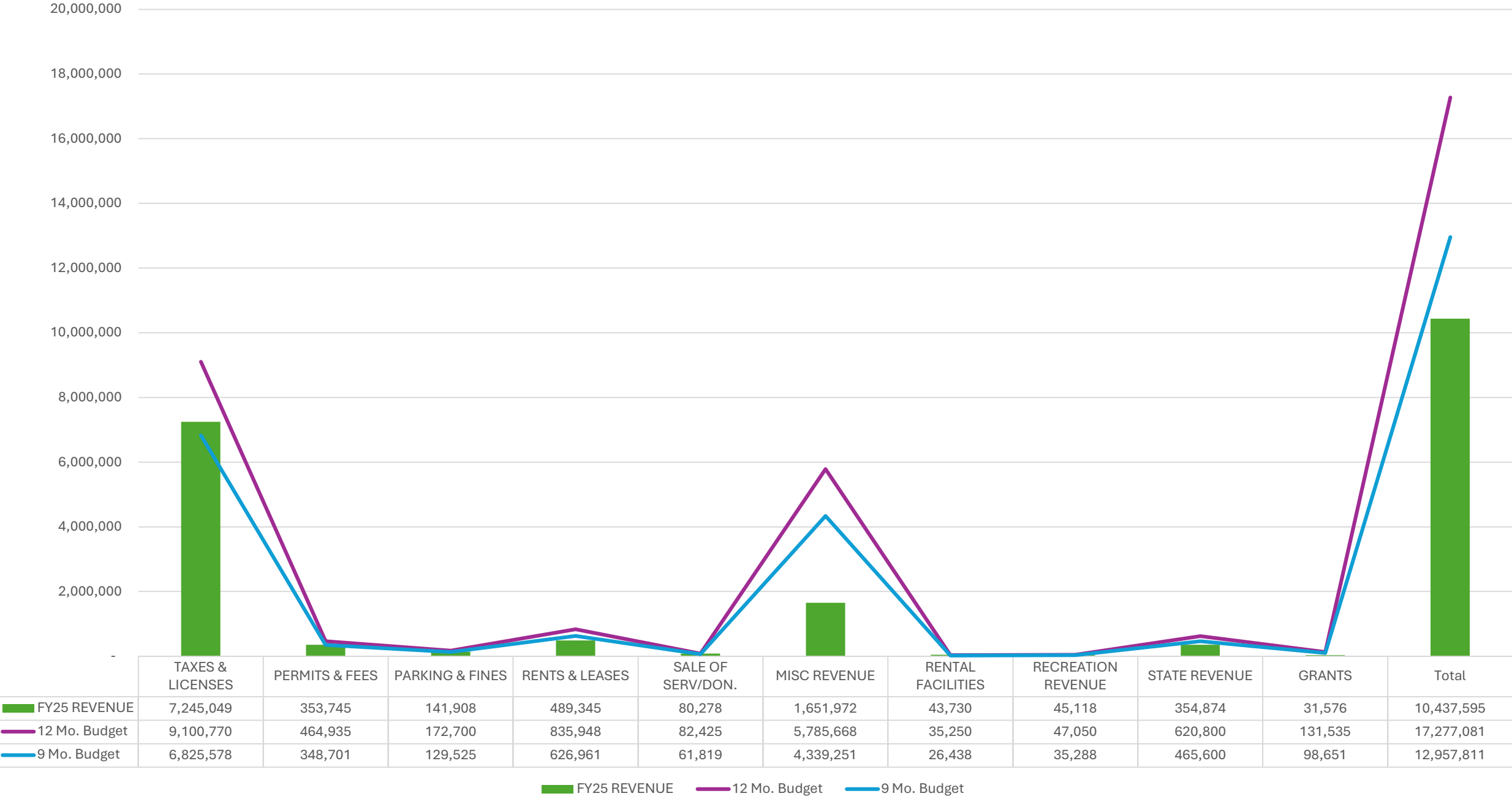
	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airiport Fund	Total All Funds
■ PY YTD REVENUE	12,525,108	1,668,259	1,716,722	1,885,214	921,278	791,871	19,508,452
■ YTD REVENUE	10,437,594	1,713,347	1,734,081	1,915,425	948,523	72,479	16,821,449

■ PY YTD REVENUE ■ YTD REVENUE

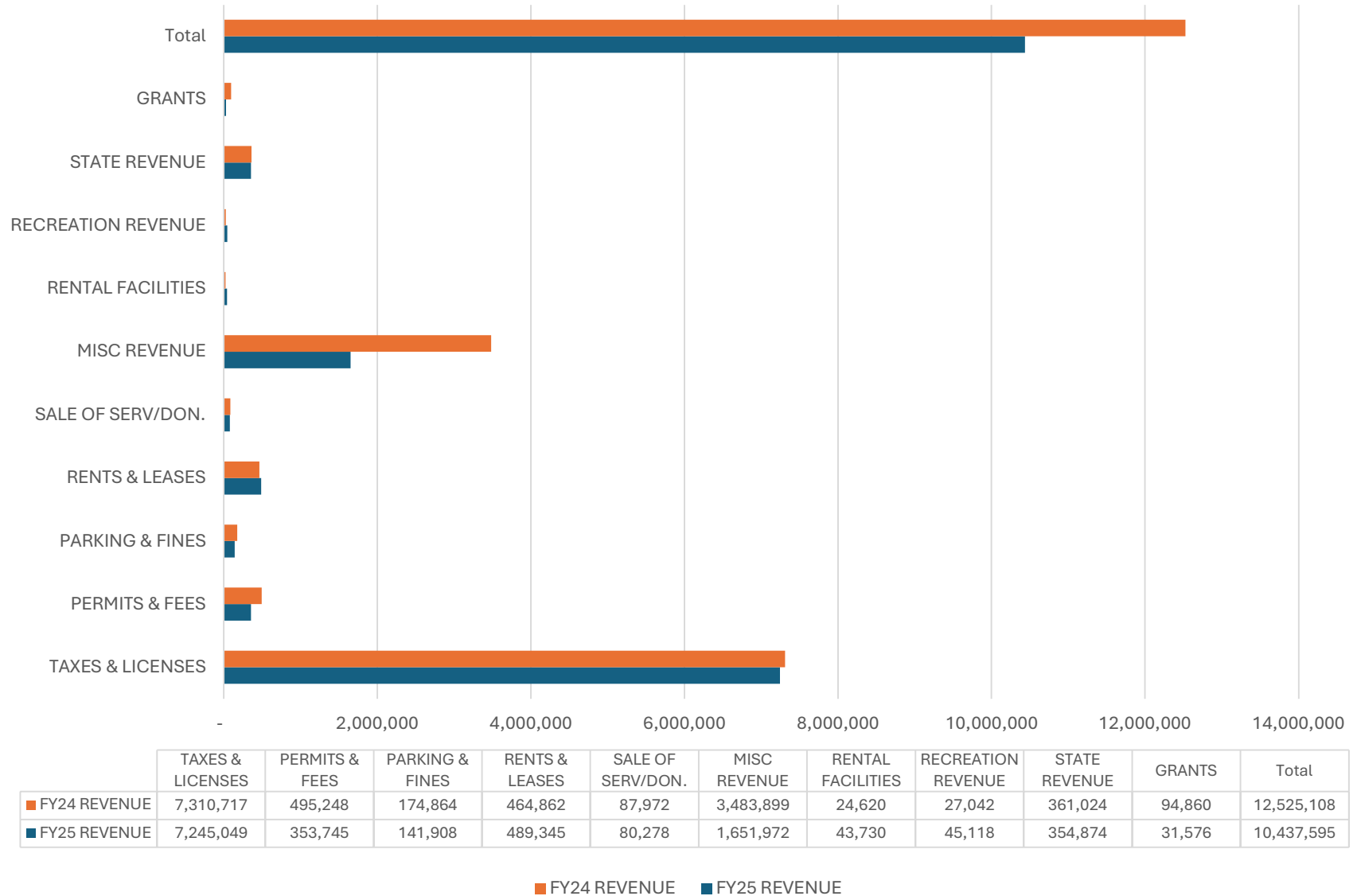


Note: Budget amounts are above the line, and actual amounts are below the line.

March 2025 General Fund - YTD Revenue Vs. Budget



March 2025 Actual vs. March 2024 Actual



Notes on comparisons:

Taxes and Licenses: Some taxes are collected on a two-month delay. For the current fiscal year, March tax collections will not be recorded until the amounts are known, typically in May. Once the actual amounts are received, they are accrued back to the correct period (March). In the prior fiscal year, since the collections for March had already been received by the time of reporting, they were recorded in the March period as part of the accrual process.

Permits and Fees: No ICA per diem in FY25.

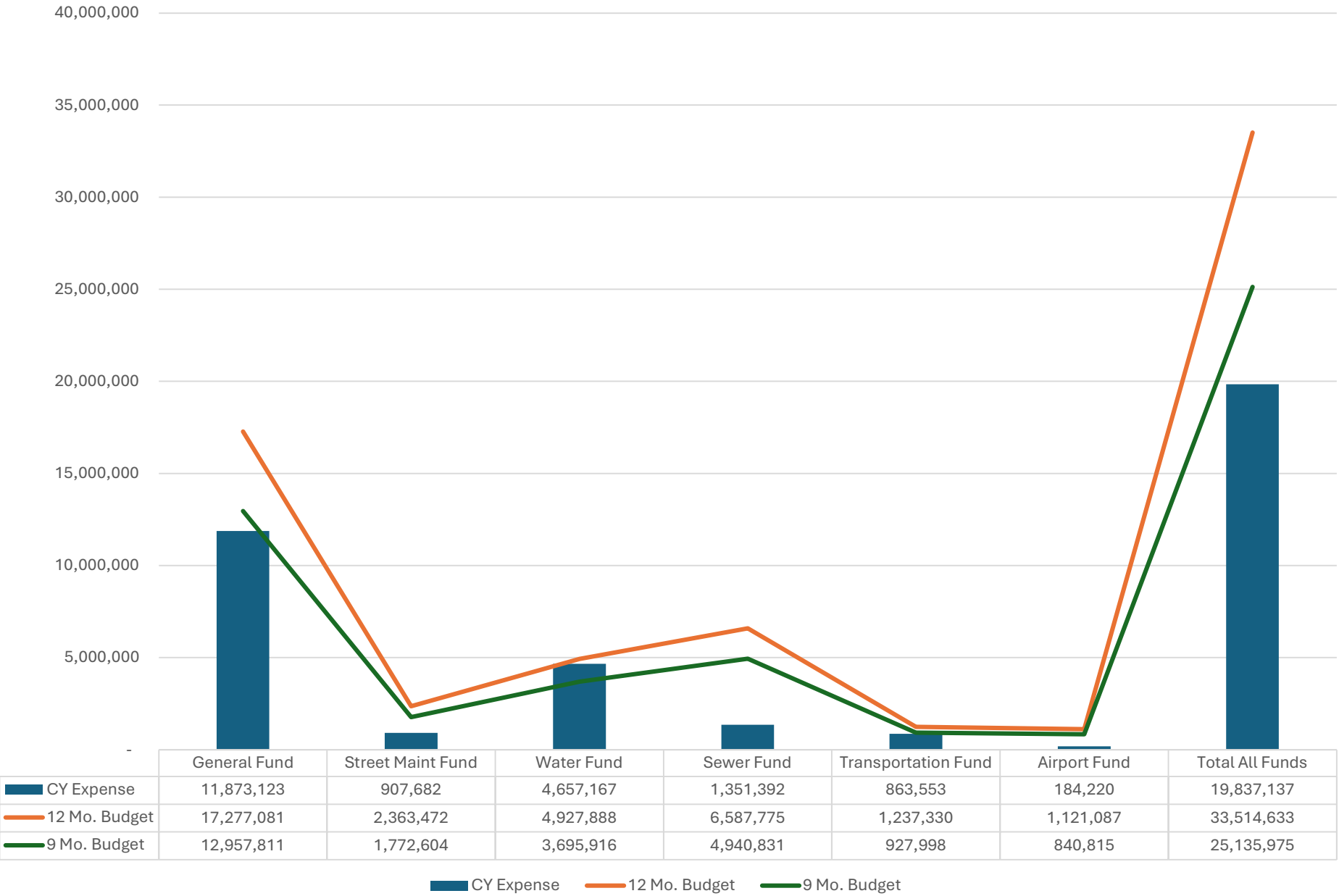
Parking and Fines: Fewer court fines were received in FY25.

Miscellaneous Revenue: The Bank of America Loan proceeds (general fund portion) were received in the prior year.

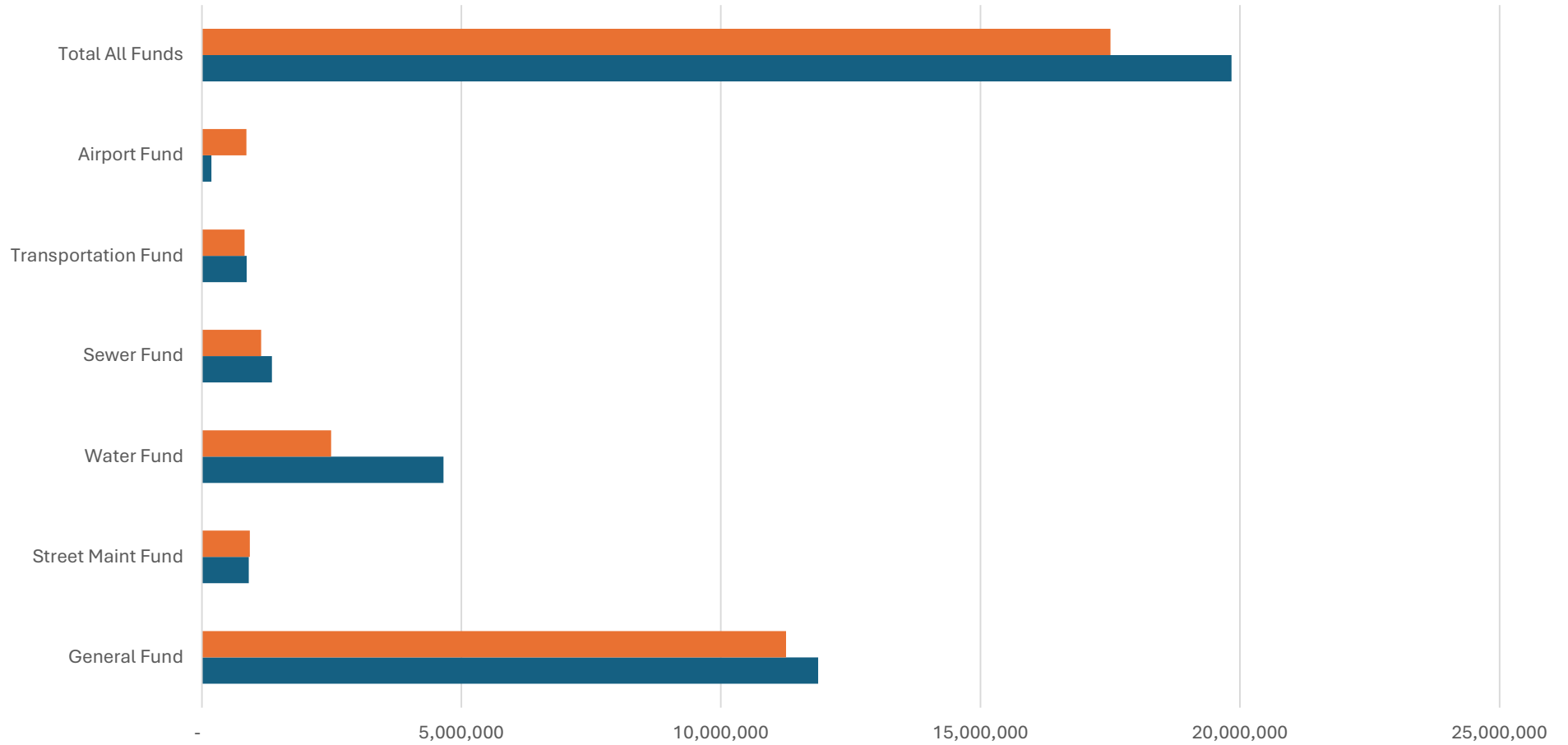
Recreation Revenue: There was an increase in football registration and camp revenue compared to the prior year.

Grants: A grant for ARPA law enforcement was received in the prior year; no such grant was noted in FY25.

March 2025 YTD Expenses Vs. Budgeted Amounts - by Fund



Fund Total Expenses Current Year Vs. Prior Year - March 2025



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airport Fund	Total All Funds
■ PY Expenses	11,256,348	926,771	2,494,342	1,141,875	826,355	861,769	17,507,459
■ CY Expense	11,873,123	907,682	4,657,167	1,351,392	863,553	184,220	19,837,137

■ PY Expenses ■ CY Expense

Notes on comparisons:

Water Fund: The ABM interest payment made in July 2024 increased the Water fund expenses along with the ARPA Oxidation tank project.

Sewer Fund: Increase due to the service truck with a crane and chemicals ordered in July 2024.

Airport Fund: In the prior year, a project, Taxiway Pavement Construction, was ongoing; no such project is currently underway in FY25.

March 2025 - Salaries

Below are the departments with explanations that are over their 9 Month Actual to Budget.

This percentage should be at 100% or below.

		<u>Actual/Budget</u>	
10-312	Salaries-Overtime-Police	132.00%	Shift Coverage and Special Events Coverage.
15-110	SALARIES-ARTERIAL-OVERTIME	355.00%	Weather
15-111	SALARIES-COLLECTOR-OVERTIME	354.00%	Weather

FY25 INFORMATION

Total All Funds

Expended YTD 5,576,194

9 Mo Budget Amt 6,027,333

(451,139)

Expended through March for Salaries is **\$451,139 less** than our
9 Month Budget Amount.

FY24 INFORMATION (PRIOR YEAR)

Total All Funds

Expended YTD 5,228,710

9 Mo Budget Amt 5,577,460

(348,750)

Expended through March for Salaries is **\$348,750 less** than our
9 Month Budget Amount.

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1101-0001	CURRENT REAL PROP TAXES	2,807	795,115	810,000	98.1600
10-1102-0001	CURRENT PUBLIC SERVICE CORP TA	-	62,733	62,590	100.2300
10-1103-0001	CURRENT PERSONAL PROPERTY TAX	6,434	267,208	273,030	97.8700
10-1106-0001	PENALTIES-TAXES	362	3,800	1,500	253.3100
10-1106-0002	INTEREST-TAXES	194	1,044	1,500	69.6000
10-1106-0003	PENALTY-PP TAX	620	3,599	500	719.8900
10-1106-0004	INTEREST-PP TAX	76	261	150	173.8500
10-1107-0001	DELINQUENT TAXES	841	7,681	5,000	153.6200
10-1200-0001	CONSUMPTION TAX	-	21,047	27,000	77.9500
10-1201-0001	SALES TAX	-	291,255	450,000	64.7200
10-1202-0001	UTILITY TAX	-	258,302	360,000	71.7500
10-1203-0001	BUSINESS LICENSE TAX	414,948	1,673,690	1,620,000	103.3100
10-1203-0099	PENALTY-BUSINESS LICENSES	6,674	6,674	5,000	133.4900
10-1204-0001	BANK FRANCHISE TAXES	-	-	235,000	0.0000
10-1204-0004	RIGHT OF WAY ACCESS FEE	-	13,656	16,000	85.3500
10-1205-0001	MOTOR VEHICLE LICENSES	-	5,188	87,000	5.9600
10-1206-0001	COMMUNICATION SALES & USE TAX	-	199,979	360,000	55.5500
10-1210-0001	LODGING TAX	59,455	681,962	800,000	85.2500
10-1211-0001	FOOD TAX	296,201	2,842,245	3,800,000	74.8000
10-1211-0099	PENALTY/INT-FOOD/LODGING TAX	490	2,045	2,000	102.2400
10-1220-0001	SANITATION FEE	34,828	292,217	390,000	74.9300
10-1301-0001	FERN BEAUTIFICATION PROJECT	-	2,000	2,900	68.9700
10-1302-0002	BRANCH OUT TREE PROGRAM	-	125	5,000	2.5000
10-1302-0003	VFIC GRANT	-	9,421	15,000	62.8100
10-1303-0005	VARIANCE FEE	-	-	250	0.0000
10-1303-0006	CONDITIONAL-USE-PERMITS	-	500	500	100.0000
10-1303-0007	ZONING & RE-ZONING FEES	1,100	6,450	1,000	645.0000
10-1303-0008	BUILDING PERMITS	2,725	27,912	32,000	87.2200
10-1303-0009	SURVEYOR-SITE INSPEC-E&S,RENTAL EQUIP	-	300	200	150.0000

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1303-0010	PARTY BIKE PERMIT	-	-	365	0.0000
10-1303-0020	STATE SURCHRG-BLDG PERMIT FEE	55	550	500	110.0300
10-1303-0032	KARATE PROGRAM REVENUE	25	935	1,000	93.5000
10-1303-0033	PICKLEBALL PROGRAM REVENUE	12	225	500	45.0000
10-1303-0071	FOOTBALL PROGRAM REVENUE	-	19,224	21,250	90.4700
10-1303-0072	SOFTBALL PROGRAM REVENUE	-	-	1,500	0.0000
10-1303-0073	SUMMER CAMP REVENUE	11,453	18,913	18,250	103.6300
10-1303-0077	SPONSORSHIP-JINGLE BELL RUN	-	1,000	500	200.0000
10-1303-0078	REGISTRATION FEE-JINGLE BELL R	-	1,490	2,000	74.5000
10-1303-0079	REVENUE-ADULT BASKETBALL LEAGU	181	3,331	2,000	166.5500
10-1303-0084	ADULT SOFTBALL-REVENUE	-	-	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	-	80	20	400.0000
10-1309-0001	SURVEYOR-PLAN REVIEW	-	-	500	0.0000
10-1311-0001	BURN PERMIT	-	400	400	100.0000
10-1401-0001	COURT FINES & COSTS	-	77,078	85,000	90.6800
10-1401-0002	PARKING FINES	3,205	14,420	25,000	57.6800
10-1401-0003	Parking Fines-Payments	-	(4,147)	-	0
10-1401-0004	LIENS ON REAL ESTATE	40	1,269	500	253.7600
10-1402-0003	E-CITATION	-	5,717	8,000	71.4700
10-1501-0001	INTEREST-REPO	9,142	88,476	155,087	57.0500
10-1501-0002	INT-BENCHMARK-ARPA-COVID-RESTRICTED	1,467	37,587	-	0
10-1501-0003	INTEREST-MEDICAL COMPENSATION	158	2,548	7,000	36.4100
10-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	14	31	100	30.6900
10-1501-0006	INTEREST-MM-BENCHMARK-E911	18	193	50	385.3200
10-1501-0013	INTEREST-SET ASIDE ACCOUNT	17,457	157,544	150,000	105.0300
10-1501-0015	INTEREST-E911 RESERVE	1,274	12,092	15,000	80.6100
10-1501-0021	INT-CK ACCT-BENCHMARK-E-CITATION	5	42	30	140.4000

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1501-0072	INT-CHECKING-BENCHMARK	16,721	165,704	230,000	72.0500
10-1502-0001	RENT-BURN BUILDING	-	-	500	0.0000
10-1502-0002	RENT-WILCK LAKE	400	1,600	2,500	64.0000
10-1502-0005	SALE OF FIXED ASSETS	1,750	29,244	15,000	194.9600
10-1502-0006	SALE OF MATERIAL	680	784	1,500	52.2600
10-1502-0008	SALE OF COPIES	35	623	500	124.6000
10-1502-0009	CEMETERY LOTS	-	8,000	17,000	47.0600
10-1502-0010	SALE OF POSTAGE	-	27	25	108.4400
10-1502-0011	SALE OF ROLL OUT CARTS	-	1,100	1,000	110.0000
10-1502-0012	RENT-TRAIN STATION	2,100	11,375	14,000	81.2500
10-1502-0013	RENT-PARKING-VENABLE ST	450	2,025	2,700	75.0000
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
10-1502-0020	RENT-RIVERFRONT PARK	-	-	250	0.0000
10-1502-0021	FARMER'S MARKET REVENUE	3,505	13,655	5,000	273.1000
10-1502-0024	RENT-SPORTS ARENA	1,300	15,600	12,500	124.8000
10-1502-0025	RENT-PROB/PAROLE BLDG	4,046	36,872	47,649	77.3800
10-1502-0026	RENT-BALL FIELD-SPORTS ARENA	1,500	1,500	1,000	150.0000
10-1503-0001	EXCESS SALE-TACS	-	11,021	-	0
10-1607-0003	PARKING METERS REVENUE	2,620	43,819	44,000	99.5900
10-1610-0001	RENTAL PARKING SPACES	625	4,275	8,700	49.1400
10-1620-0001	RESIDENTAL PARKING	-	745	2,000	37.2500
10-1620-0002	LONGWOOD STREETS	-	-	-	0
10-1620-0099	PENALTY-SANITATION FEE	483	3,479	5,100	68.2200
10-1630-0001	CIGARETTE TAX	11,250	119,953	200,000	59.9800
10-1899-0002	SALE OF SERVICE-ADMIN	-	-	1,200	0.0000
10-1899-0004	MISC REVENUE	-	4,982	100	4,982.3100
10-1899-0005	SALE OF SERVICE-PUBLIC WORKS	1,190	5,374	5,000	107.4800
10-1899-0006	SALE OF SERVICE-GRAVE OPENINGS	-	10,600	22,000	48.1800

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AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1899-0007	SALE OF SERVICE-DUMP TK	-	100	500	20.0000
10-1899-0010	SERVICE CHARGE-BAD CHECKS-A/R	-	50	100	50.0000
10-1899-0014	SALE OF SER-DISPATCH-HAMPDEN S	-	-	6,000	0.0000
10-1899-0015	SALE OF SERVICE-BAD CHECKS-TAXES	-	50	-	0
10-1899-0017	SALE OF SER-FALSE BURG ALARM	220	1,675	2,000	83.7500
10-1899-0019	SALE OF SERVICE-BAD CHECKS-MISC	-	50	-	0
10-1899-0033	SALE OF SERVICE-POLICE	-	1,111	1,100	101.0000
10-1899-0035	SALE OF SERVICE-LIBRARY MAINT	-	12,544	600	2,090.6000
10-1899-0093	DONATION-REC DEPT-FM FIRE DEPT-WALMART	-	1,000	1,000	100.0000
10-1899-0097	DONATIONS-FOURTH OF JULY CELEBRATION	1,500	2,850	17,000	16.7600
10-1901-0003	AMINISTRATIVE SERV-FUND 15	-	44,946	250,000	17.9800
10-1901-0004	REIMB-FUND 10-ADMIN SERV	58,205	523,841	250,000	209.5400
10-1901-0005	RECOVERY-JURY DUTY FEES	247	1,025	500	204.9000
10-1901-0010	RECOVERY-VML INS-DAMAGE VEHICLES/PROP	-	34,133	50,000	68.2700
10-1902-0001	DAMAGE TO TOWN PROPERTY	-	-	5,000	0.0000
10-1903-0001	REFUNDS - CO-OPS	-	-	500	0.0000
10-2201-0003	ROLLING STOCK TAXES	-	82	100	82.1200
10-2201-0005	MOBILE HOME TITLING TAX	-	-	1,000	0.0000
10-2201-0006	CAR RENTAL TAX	-	49,930	75,000	66.5700
10-2201-0007	DMV-ANIMAL FRIENDLY LIC PLATE	-	16	-	0
10-2401-0029	GRANT-DISPATCH-VDEM	-	5,210	4,000	130.2500
10-2401-0030	GRANT-VA911-HANDLING EQ	-	-	200,000	0.0000
10-2402-0001	WIRELESS	-	81,549	117,000	69.7000
10-2402-0007	GRANT-VDEM-PSAP-GIS SYSTEM	-	3,000	-	0
10-2404-0007	LITTER & RECYCLING GRANT	-	5,985	2,500	239.4000
10-2404-0008	VRSA-EDUCATION GRANT	-	3,017	-	0
10-2404-0010	AID TO LAW ENFORCEMENT	-	166,785	215,000	77.5700
10-2404-0011	FIRE ALLOCATION	-	38,299	-	0
10-2404-0032	GRANT-VML-SAFETY	-	4,000	4,200	95.2400

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REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-2404-0063	GRANT-TDO-ECO	2,197	7,787	-	0
10-2405-0004	MARKETING/TOURISM LOCAL REVENU	-	-	2,000	0.0000
10-2501-0020	GRANT-VA DEPT FORESTRY - FIRA	-	3,910	62,000	6.3100
10-2502-0019	ALCOHOL GRANT-2024	-	3,384	-	0
10-2502-0020	SPEED GRANT-2024	-	4,074	-	0
10-2504-0019	GRANT-DMV-ALCOHOL-25	-	-	26,335	0.0000
10-2504-0020	GRANT-BULLETPROOF VEST-FED	-	-	3,700	0.0000
10-2504-0027	GRANT-DMV-SPEED-25	-	-	24,500	0.0000
10-4100-0099	CARRY OVER FUNDS FY 24	-	-	316,216	0.0000
10-4104-0004	INSURANCE RECOVERIES-RETIREMEN	-	2,051	-	0
10-4104-0008	FROM FIDA-BOND PYMT-2012 ISSUE	2,224	5,246	36,431	14.4000
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	-	-	934,538	0.0000
10-4104-0022	LEASE PROCEEDS	-	438,634	769,445	57.0100
10-4104-0025	FM SETASIDE ACCT-CIP PROJECTS	-	-	1,213,870	0.0000
10-4104-0026	Lease Purchase Revenue - BOA	-	-	1,185,577	0.0000
10-4104-0027	FM SETASIDE ACCT-ABM PROJECT - BOA	-	-	75,675	0.0000
10-4104-0028	FM-E911 RESERVE	-	-	93,494	0.0000
10-4107-0004	FM-PE CO-INstant ALERT	-	6,480	2,000	324.0000
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
TOTAL FUND 10 (GENERAL FUND)		986,791	10,437,594	17,277,081	60.41%
15-2404-0007	HIGHWAY FUNDS	571,116	1,713,347	2,224,346	77.0300
15-4100-0004	CARRYOVER FUNDS VDOT FY24	-	-	10,960	0.0000
15-4100-0050	USE OF PY FUND BALANCE	-	-	128,167	0.0000
TOTAL FUND 15 (STREET MAINTENANCE FUND)		571,116	1,713,347	2,363,472	72.49%
40-1501-0001	Interest - Unrestricted	4,192	39,829	25,000	159.3200
40-1501-0002	Interest - RESTRICTED	3,039	77,855	-	0

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AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
40-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	91	2	4,526.5000
40-1502-0006	SALE OF MATERIAL	-	129	-	0
40-1502-0007	LEASE-JACKSON HTS WATER TANK	4,646	23,232	27,878	83.3300
40-1502-0009	LEASE-ANDREWS DR WATER TANK	3,556	31,901	40,468	78.8300
40-1620-0001	WATER SERVICE	159,736	1,452,380	1,882,000	77.1700
40-1620-0002	WATER TAPS	4,000	25,250	30,000	84.1700
40-1620-0003	SURCHARGE-MULTIPLE METERS	7,750	69,782	93,000	75.0300
40-1620-0004	SALE OF WATER	193	8,381	10,000	83.8100
40-1620-0005	LEAD/COPPER SURVEY CREDIT	(280)	(2,760)	-	0
40-1620-0010	METER CREDIT ONE TIME	-	(22,184)	-	0
40-1620-0099	PENALTY-WATER SERVICE	1,038	9,499	18,000	52.7700
40-1899-0010	SERVICE CHARGES	1,780	7,057	10,000	70.5700
40-1899-0011	SERVICE CRG-BAD CHECK	100	1,000	750	133.3300
40-1899-0012	SALE OF SERVICE-TESTING	1,640	12,640	10,000	126.4000
40-2510-0007	ARPA REVENUE RECOGNIZED	-	-	1,311,738	0.0000
40-4100-0050	USE OF PY FUND BALANCE	-	-	276,943	0.0000
40-4100-0098	CARRY OVER FUNDS FY 24	-	-	295,650	0.0000
40-4102-0001	FM PE CO-APPOMATTOX RIVER-USGS	-	-	8,930	0.0000
40-4104-0025	FM SETASIDE ACCT - CIP AND DEBT	-	-	887,528	0.0000
TOTAL FUND 40 (WATER FUND)		191,391	1,734,081	4,927,888	35.19%
42-1501-0001	Interest - Unrestricted	11,356	86,003	25,000	344.0100
42-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	-	2	0.0000
42-1502-0005	SALE OF FIXED ASSETS	-	28	-	0
42-1620-0099	PENALTY-SEWER SERVICE	1,250	11,696	17,500	66.8400
42-1630-0001	SEWER SERVICE	196,741	1,775,686	2,258,000	78.6400
42-1630-0002	SEWER TAPS	-	7,500	28,800	26.0400
42-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	-	400	0.0000
42-1899-0012	SALE OF SERVICE-LEACHATE-CUMBERLAND	-	15,912	25,000	63.6500
42-1899-0013	SALE OF SERVICE-SEWER TREAT	2,400	18,600	10,000	186.0000

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
42-2404-0005	VML SAFETY GRANT	-	-	2,000	0.0000
42-2510-0007	ARPA REVENUE RECOGNIZED	-	-	3,629,296	0.0000
42-4100-0050	USE OF PY FUND BALANCE	-	-	171,512	0.0000
42-4100-0087	CARRYOVER FUNDS FY24	-	-	235,836	0.0000
42-4104-0025	FM SETASIDE ACCT - CIP PROJECTS	-	-	184,429	0.0000
TOTAL FUND 42 (SEWER FUND)		211,747	1,915,425	6,587,775	29.08%
44-1502-0005	SALE OF FIXED ASSETS	-	25,100	-	0
44-1520-0001	PASSENGER FARES	750	6,749	8,800	76.7000
44-1521-0002	CONTRIBUTION-LONGWOOD [1500]	-	178,800	178,800	100.0000
44-1521-0003	CONTRIBUTION-P E COUNTY	6,250	25,000	25,000	100.0000
44-1901-0010	RECOVERY-VML INS-VEHICLE DAMAGE	-	-	10,000	0.0000
44-2403-0001	MISC GRANTS	-	-	10,000	0.0000
44-2410-0003	STATE FORMULA GRANT	-	210,911	185,000	114.0100
44-2414-0001	STATE GRANT-2 BUSES	-	49,834	-	0
44-2510-0001	GRANT-STATE PASS THRU-FED	52,432	202,779	350,000	57.9400
44-2512-0001	RTAP REVENUE	-	182	-	0
44-2514-0001	FEDERAL GRANT-3 BUSES	-	249,169	-	0
44-4100-0050	USE OF PY FUND BALANCE	-	-	158,270	0.0000
44-4100-0098	CARRY OVER FUNDS FY 24	-	-	311,460	0.0000
TOTAL FUND 44 (TRANSPORTATION FUND)		59,432	948,523	1,237,330	76.66%
45-1501-0001	INT-CK ACCT-BENCHMARK	39	346	400	86.4200
45-1502-0001	RENT-HANGER SPACE	-	-	6,660	0.0000
45-1502-0002	AIRPORT MAINTENANCE FEE	-	-	2,040	0.0000
45-1690-0001	SALE OF AV GAS	2,590	26,956	65,000	41.4700
45-1691-0001	SALE OF JET FUEL	3,176	33,339	70,000	47.6300
45-1899-0001	DONATIONS-PRINCE ED COUNTY	-	7,600	7,600	100.0000
45-2401-0008	STATE GRANT-AWOS MAINT	-	1,140	3,600	31.6700
45-2401-0013	STATE GRANT-MAINTENANCE	-	2,565	31,500	8.1400
45-2401-0014	STATE GRANT-WEED KILL	-	-	1,000	0.0000

**TOWN OF FARMVILLE
REVENUE REPORT
AS OF MARCH 31, 2025**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
45-2401-0056	GRANT-STATE-DBE Plan Update FY26-28	-	-	1,200	0.0000
45-2401-0057	GRANT-STATE-Envir Assess Fuel Farm	-	-	16,000	0.0000
45-2401-0058	GRANT-STATE-TRACTOR-DOAV	-	-	18,500	0.0000
45-2403-0001	MISC GRANTS	-	-	50,000	0.0000
45-2501-0056	GRANT-FED-DBE Plan Update FY26-28	-	-	13,500	0.0000
45-2501-0057	GRANT-FED-Envir Assess Fuel Farm	-	-	180,000	0.0000
45-2501-0058	GRANT-FED FAA PROJECTS	-	-	437,400	0.0000
45-4100-0050	USE OF PY FUND BALANCE	-	-	209,827	0.0000
45-4100-0087	CARRYOVER FUNDS FY24	-	-	6,860	0.0000
45-4101-0001	FM-SOUTHSIDE ELECTRIC-CAPITAL CREDITS	-	534	-	0
TOTAL FUND 45 (AIRPORT FUND)		5,806	72,479	1,121,087	6.47%
70-1501-0001	INTEREST	2	14	-	0
70-1501-0003	INT-PRNG TASK FORCE	-	3	-	0
70-2404-0001	ASSET FORFEITURE-STATE	-	919	-	0
TOTAL FUND 70 (NARCOTICS FUND)		2	937	-	0%
Final Totals		2,026,283	16,822,385	33,514,633	50.19%



Town of Farmville

Agenda Item Summary

MEETING DATE: May 7, 2025

ITEM NUMBER: 6.a. – Proposed Airport Lease

BACKGROUND: Report by the Town Manager.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. airport hangar lease - CURRENT
2. Farmville Regional Airport Lease Agreement - PROPOSED

LEASE

THIS AGREEMENT made this _____ day of _____, _____, by and between the TOWN OF FARMVILLE, party of the first part, and _____ party of the second part.

WITNESSETH:

WHEREAS, the party of the first part is the owner of a tract of land located in the Randolph Magisterial District of Cumberland County, Virginia, which said tract of land is known and designated as the hangar; and is designated as being located at the Farmville Regional Airport; and

WHEREAS, the party of the first part deems it to be of great public interest to encourage and promote the use of said Airport by the public, and to that end, is willing to permit private and corporate individuals to participate in and aid the party of the first part in bringing about the full use, enjoyment and development of said Airport, to the ultimate end that the public interests and benefits will be achieved with greater dispatch; and

WHEREAS, the party of the second part desires to use the said Airport as an operational base for certain aircraft or planes owned by said party of the second part, and for said purpose needs a facility known as a hangar building for the storage, protection, maintenance and repair of said craft;

NOW, THEREFORE, the parties hereto do hereby agree as follows:

1. The party of the first part gives and grants permission to the party of the second part to maintain, at his own cost and expense, a hangar building on the aforesaid Farmville Regional Airport property, in a manner and appearance approved by the Town Manager.
2. The party of the first part agrees that the party of the second part shall have the right to use and maintain the building constructed by him, to the exclusion of the public, together with the use in common with the public of airport strips and taxiways of said Airport, for a period of one (1) year from the date thereof, at a rental fee of _____ dollars per year payable to the party of the first part; SUBJECT HOWEVER, to such rules and regulations now or hereinafter enacted and/or imposed upon the users of said Airport by the Town of Farmville or other governmental authority, except as the same may affect the rental provision aforesaid and the one year period of time aforesaid. (The party of the second part shall have the option to renew this agreement on an annual basis with the approval of Town Council.)

3. The party of the second part agrees to pay to the party of the first part a maintenance fee of _____ per year. This fee is to cover expenses associated with trash removal.
4. The party of the second part agrees that he/she will comply with all requirements of the Town Manager in regard to the use of the said Airport property; that he will obey and abide by all rules and regulations applicable to said Farmville Regional Airport during the time period aforesaid mentioned, or any renewals or extensions thereof; that he will not create, permit or allow unsafe, hazardous or unsightly conditions to arise or exist in or about the building; that he will not do nor allow any unlawful or illicit activity in or about said building; that he will indemnify and save harmless the party of the first part from all claims, actions, suits or demands arising out of his use and occupancy of said building; and that he will not do, nor cause to be done on said Airport property anything which will in anyway be detrimental to the party of the first part and to the public.
5. The parties agree that the party of the first part shall have the right to purchase any building erected pursuant to this agreement, at any time after the date hereof, upon giving ninety (90) day notice to the party of the second part of its desire to so purchase. The purchase price shall be determined by three appraisers, one appointed by the party of the first part, one appointed by the party of the second part, and the third appointed by the agreement of the first two. In the event the appraisers, or any of them are not so appointed within thirty (30) days after notice is given aforesaid, or if any of them refuse or fail to act, then alternate appraisers shall be appointed as provided by law.
6. The parties further agree that the party of the second part shall have the right to remove the building he erects on the Airport property, PROVIDED THAT when the said party of the second part desires to remove said building, he shall notify the party of the first part, and the party of the first part shall then have the right to purchase said building as provided in the aforesaid section and no removal shall be made until said right is waived.
7. The parties expressly agree that all risk of loss shall be on the party of the second part, and no duty shall be on the party of the first part to protect, care for or see after the building or contents thereof.
8. The party of second part agrees he is fully aware this lease is not transferable. If the party of the second part wishes to terminate the lease, he shall give thirty (30) days written notice to the party of the first part. Any new parties wishing to rent said hangar space shall then make an application with the party of the first part to enter into a new lease.

WITNESS the following signatures and IN WITNESS WHEREOF the Town of Farmville has caused its name to be signed by its Town Manager and its seal to be affixed by its Clerk, all by duly authorized act of the Town Council.

TOWN OF FARMVILLE

By _____
TOWN MANAGER

ATTEST:

CLERK

HANGAR OWNER

FARMVILLE REGIONAL AIRPORT LAND LEASE AGREEMENT

This agreement made and entered into as of the _____ of _____, 2025 by and between the TOWN OF FARMVILLE, VIRGINIA, a municipal corporation of the Commonwealth of Virginia, hereinafter called the "Lessor," or "Town," and _____, hereinafter called the "Lessee;

WHEREAS, Lessor now owns, controls, and operates the Airport known as Farmville Regional Airport (the "Airport") in Cumberland County, Virginia; and

WHEREAS, Lessee desires to lease that certain parcel of land (the "Premises") in the Randolph District of Cumberland County, Virginia, located at the Farmville Regional Airport for the purpose of constructing and maintaining a hangar for its aircraft; and

WHEREAS, the Lessor desires to lease said Premises to Lessee for said purposes; and

NOW, THEREFORE, in consideration of the promises and the mutual covenants herein contained, and subject to those terms and conditions set forth below, the parties hereby agree as follows:

ARTICLE I TERM

The term of this Lease shall be for an initial period of five (5) years, commencing the _____ day of _____, 2025. Possession of the Parcel by the lessee shall begin on the Commencement Date subject to the Federal Aviation Administration's approval of a required Airport Layout Plan revision. Upon completion of the initial term, this Lease shall automatically renew for an additional consecutive three (3) five (5) year periods. In no event shall this Lease extend for a period greater than twenty (20) years. However, if construction of the hangar is not completed within one (1) year after the effective date of this lease, the lease agreement will terminate, and the Lessee will have no further rights and privileges thereunder.

At the conclusion of the Lease Term, the Lessee shall have the right to enter into a new agreement with the Town for the leasehold. It is understood and agreed that the rental rate specified shall be subject to reexamination and readjustment at the end of each five (5) year period of this lease, provided that any readjustment of present rates shall be reasonable to support the daily operations and capital improvements of the Airport. Should the Lessee elect not to enter into a new agreement, then the following will apply:

At the expiration or termination of this Lease, any or all buildings and other permanent improvements to the Parcel will at the direction and sole discretion of the Town, will remain intact on the Parcel and become property of the Town.

All improvements shall, without compensation to or by Town, become Town's property free and clear of all liability and expenses. Lessee shall thereafter be released from any and all liability, cost or expense associated with the Parcel, including the improvements thereon, or associated with termination of this Lease.

ARTICLE II RENT

Lessee shall pay to the Town for said leased premises ground rent on the first day of August of each year, the sum of Four Hundred and Fifty Dollars (\$450) and a maintenance fee of Two Hundred and Fifty Dollars (\$250).

Any ground rent and/or maintenance fee payable by Lessee hereunder which is not paid within five days after notice of nonpayment shall bear interest of three percent (3%) for each month thereafter. Any nonpayment after six (6) months shall be deemed a termination of this agreement.

Lessee shall pay, in addition to ground rental and maintenance fee above specified, all utility charges, permit and license fees, and taxes and assessments, general and special, if any, levied or assessed upon the leased premises, or any part thereof: or upon any buildings or improvements at any time situated thereof, or lawfully levied or assessed upon the leasehold interest created thereby during the initial term of this agreement or any renewal term, or lawfully assessed upon personal property, machinery and tools.

ARTICLE HI ASSIGNMENT

This Agreement, or any part thereof, may not be assigned, transferred or subleased by Lessee, by process or operation of law or in any other manner whatsoever, without the prior written consent of Lessor.

ARTICLE IV MISCELLANEOUS PROVISIONS

Non-Exclusive Rights Granted. The Lessee shall have the right to the non-exclusive use, in common with others, of the airport parking areas, and improvements; the right to install, operate, maintain and store subject to the approval of the Lessor in the interests of safety and convenience of all concerned, all equipment necessary for the safe storage of the Lessee' s aircraft should the Lessee construct a hangar; the right of ingress to and egress from the premises, and guests; the right, in common with others authorized to do so, to use common areas of the airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, flying and landing of aircraft.

Default and Termination. If the Town determines the Lessee is in violation of any of the terms, conditions or covenants of this Lease, or the Lessee fails to pay, on time, any fees or charges due, the condition shall be considered a default of the Lease.

The Town shall provide the Lessee with written notices of any determination of default. The Lessee shall then have thirty (30) days to cure, or remedy said default or otherwise comply with any demand contained within such written notice which cures or remedies the default.

All provisions of this Lease remain binding upon the Lessee while the Lessee is in default, and if this Lease is terminated due to default.

Relinquishment and Termination. At any time, upon sixty (60) days prior written notice, provided all fees and assessments then due and owing have been fully paid and Lessee is not in default under this Lease, Lessee may relinquish this lease to the Town whereupon the Lease shall be terminated. Lessee shall not be entitled to a refund of any fees of any kind paid.

Hold Harmless. The Lessee agrees to hold the Lessor free and harmless from loss from each and every claim and demand of whatever nature made upon the behalf of or by any person or persons for any wrongful act or omission on the part of the Lessee, their agents or employees, and from all loss or damages by reason of such acts or omissions.

Insurance Requirements. Lessee shall maintain a policy of aircraft liability insurance insuring against such claims. Such insurance shall name the Town as an additional insured. The aircraft liability insurance shall have a single limit coverage in the amount of \$1,000,000, or as required to meet the mandatory requirements of the Commonwealth of Virginia. Lessee shall maintain property and casualty insurance covering the improvements to the Parcel, and the contents thereof. Such insurance shall be a fire insurance policy with extended coverage endorsement including vandalism and malicious mischief. The insurance shall be on a replacement cost basis and shall name the Town as additional insured. Lessee shall furnish annually to the Town on the rent payment due date of this Lease, a certificate of the above-required insurance.

Additional Uses Require Permission. Lessee shall not use or permit the use of the Parcel, or improvements thereto, for any purpose or use other than those expressly and specifically authorized by this Lease. Additional uses may be hereafter authorized in writing by the Town, but only upon such terms and conditions as may be set out in such authorization.

Commercial Use of Parcel and Future Improvements. Lessee agrees to obtain permission from the Town prior to commencing or permitting any commercial use of the Parcel, or additional improvements thereto. In the event that this Parcel, or improvements thereto is used for business purposes, the Lessee shall at all times maintain and pay any required permits, licenses, insurance and taxes as required by law.

Governmental Standards. Lessee must meet all governmental standards as specified by the Lessor, Cumberland County, and/or FAA for all design, planning, and construction activities, including development or extension of infrastructure.

Additional Improvements Constructed During the Initial Lease Term or Extended Signs. Lessee must obtain Town consent to paint or construct any exterior signs.

Lessee Shall Maintain. Lessee shall maintain at its own expense the Parcel and any improvements, fixtures or equipment on the Parcel in a safe, sanitary, and orderly manner in accordance with all applicable codes and regulations. Lessee shall also maintain the cleanliness of the Parcel.

In the event of fire or any other casualty to structures owned by the Lessee, the Lessee shall either repair or replace the building or remove the damaged building and restore the leased area to its original condition within 180 days of the date the damage occurred. Upon petition by the Lessee, the Lessor may grant an extension of time if it appears such extension is warranted. In the event the Parcel, or improvements thereto is completely destroyed or so badly damaged that repairs cannot be commenced within 6 months and completed within 6 months thereafter, then this lease may be terminated.

Right to Inspect. The Lessor reserves the right to enter upon the premises at any reasonable time for the purpose of making any inspection it may deem expedient to the proper enforcement of any of the covenants or conditions of this agreement.

Hazardous Waste. No toxic materials or hazardous waste subject to regulation by the EPA or Department of Environmental Quality shall be stored or disposed of on the Airport without the written permission of the Town.

Town's Right to Correct Deficiencies. The Town has the right to require reasonable maintenance and repairs to the Parcel or the improvements thereon by Lessee as required by this lease. Should Lessee fail to make the required corrections, the Town shall have the right to enter the Parcel, or improvements, thereto, correct the deficiency and recover the cost of activities from Lessee.

Airport Development. The Town reserves the right to further develop the Airport as it sees fit, without unreasonable interference or hindrance from Lessee.

Reasonable Substitute to be Provided. In the event such development interferes with the Lessee's customary use of the Airport for business purposes, the Town shall make available a reasonable process.

Eminent Domain Rights. If the physical development of the Airport requires the relocation, removal or alteration of Lessee's area from the Airport, the Town has the right to condemn the area wholly under the Town's eminent domain rights.

ARTICLE V DESIGN STANDARDS

Hangar Dimensions. The dimensions of hangar(s) shall be agreed upon by the Town and must meet the Industrialized building requirements per the Uniform Statewide Building Code. Prior to construction, the hangar must be pre-approved by the Town and Cumberland County's Building Official.

Landscaping. All landscaping shall be designed to discourage the nesting and aggregation of birds and animals.

Exterior Lighting. Obstruction lighting shall be installed when required to meet FAA safety standards, when applicable. Exterior illumination, including that in illuminated signs, shall never be angled above the horizontal, nor extend into flight patterns or other aircraft operating surfaces.

Height of Building. The parcel shall not maintain a building that exceeds a height, which penetrates the FAR Part 77 planar surfaces.

Wind Resistance. The building shall be designed to withstand winds of seventy (70) miles per hour.

ARTICLE VI COMPLIANCE WITH LAWS AND REGULATIONS

Lessee agrees to comply with all applicable current and future federal, state, and local laws, ordinances and regulations, whether or not specifically referred to in this Agreement.

Assignment. This Lease cannot be assigned to any third party without the expressed written consent of Lessor.

Amendments. This Lease may be modified or amended by written agreement executed by both parties.

Severability. The parts and provisions of this Lease are severable. If any part or provision shall be held invalid by a court of competent jurisdiction, the remainder of this Lease shall remain in full force and effect.

Successors in Title. It is agreed that the terms and conditions hereof shall be binding upon the parties hereto, and in addition, upon successors or subtenants to the parties hereto.

Choice of Law. The parties acknowledge that this Agreement shall be governed by the laws of the Commonwealth of Virginia.

Entire Agreement. The parties acknowledge that this Lease supersedes any prior agreements and incorporates all terms and conditions agreed to between them, and further agree that there shall be no oral modification hereof, and that any written modification shall be effective only if duly signed on behalf of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

TOWN OF FARMVILLE, VIRGINIA

By: _____
C. Scott Davis, LP.D., ICMA-CM
Town Manager

(SEAL)

ATTEST:

Clerk of Council

By: _____
Title: _____

ATTEST:

Notary Public