



Town of Farmville

Town Council

May 14, 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. **Invocation**
4. **Pledge of Allegiance**
5. **Adoption of Agenda**
6. **Declaration of Personal Interest**
7. **Public Hearing**
 - a. Resolution No. 2025-05-01, FY2025-2026 Town Budget
 - b. Resolution No. 2025-05-02, Capital Improvement Plan
8. **Public Comment Period**
 - a. Sign-up Sheet
9. **Consent Agenda**
 - a. Draft minutes of the 2025-04-02 Work Session, 2025-04-09 Regular Council Meeting, and 2025-04-23 Special Meeting
10. **Finance Report**
 - a. April 2025 Finance Report
 - b. Retail Sales Report
11. **Old Business**
12. **New Business**
13. **Town Manager's Report**
14. **Comments by Mayor and Town Council**

PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing at 6:00 PM on Wednesday, May 14, 2025, in the Council Chamber of the Town Hall located at 116 North Main Street, Farmville, VA. The purpose of the public hearing is to hear citizen comments on the following matters:

- **Adoption of Resolution No. 2025-05-01, FY 2025-2026 Town Budget**

TOWN OF FARMVILLE, VIRGINIA BUDGET SUMMARY FISCAL YEAR 2025-2026

Fund	Revenue	Expenditures
10 General Fund	33,311,990	33,311,990
15 Street Maintenance Fund	2,621,672	2,621,672
40 Water Fund	3,176,458	3,176,458
42 Sewer Fund	2,688,059	2,688,059
44 Transportation Fund	1,159,745	1,159,745
45 Airport Fund	379,565	379,565
Total	43,337,489	43,337,489

The above budget includes a real estate tax rate of \$0.22 cents per \$100.00 of assessed value, a personal property tax rate (business only) of \$1.50 per \$100.00 of assessed value, a \$0.27 cent per pack cigarette tax rate, and a 7 percent tax rate on amount paid for meals and lodging within the Town of Farmville limits.

- **Adoption of Resolution No. 2025-05-02, Capital Improvement Plan**

Citizens are encouraged to participate in this public hearing. Any person(s) wishing to comment on the above matters should plan to attend this meeting or submit written comments. Please email Mary McKay at mmckay@farmvilleva.com or mail written comments to PO Drawer 368, Farmville, VA 23901, to arrive by 4:00 PM on Wednesday, May 14, 2025.

Questions and comments regarding the proposed budget 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
Resolution No. 2025-05-01, FY2025-2026 Town Budget
Town Council Meeting
May 14, 2025
Guests Sign Up Sheet

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



PUBLIC HEARING
Resolution No. 2025-05-02, Capital Improvement Plan
Town Council Meeting
May 14, 2025
Guests Sign Up Sheet

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



**PUBLIC COMMENT PERIOD
(held after PUBLIC HEARINGS)**

May 14, 2025

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: May 14, 2025

ITEM NUMBER: 9.a. – Draft minutes of the 2025-04-02 Work Session, 2025-04-09 Regular Council Meeting, and 2025-04-23 Special Meeting

BACKGROUND:

RECOMMENDATION: Accept the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2025-04-02 Work Session-DRAFT
2. 2025-04-09 Reg Council Mtg-DRAFT
3. 2025-04-23 Special Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON APRIL 2, 2025

At the regular work session of the Farmville Town Council held on Wednesday, April 2, 2025, 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 Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Daniel Dwyer, Adam Yoelin, Donald Hunter, and John Hardy.

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

Mayor Vincent called the meeting to order, and all guests were welcomed.

The Clerk called the roll, noting Council member Tommy Pairt was absent.

Happy birthday wishes were expressed to Town Manager Scott Davis.

ADOPTION OF AGENDA

Mr. Hardy made a motion 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.

PRESENTATION: PROPOSED FY2025-2026 TOWN BUDGET

Town Manager Davis gave a summary of the proposed budget and mentioned that the FY2025-2026 budget provides the financial resources necessary to fund community services including professional law enforcement, fire safety, community development, enjoyable parks and recreation, street maintenance, innovative and supportive use of technology, adequate structures and facilities, and reliable water, sewer, transportation, and airport services. It was reported that despite economic challenges including inflationary pressures, Farmville remains in a strong financial position. The commitment to responsible fiscal management and strategic planning has allowed a healthy reserve to be maintained enabling both current needs and future opportunities to be addressed. He added that this is because of the Town Council allowing financial policies to be in place.

The Town Manager advised that the General Fund budget previously had been subsidized by Enterprise funds. He reported that the FY2025-2026 budget will be the second budget with no funds from the Water or Sewer Fund. He further reported that the proposed budget includes a \$16 million general obligation bond to fund the renovation and expansion of the fire department building and the purchase of a new ladder truck.

A total budget figure for fiscal year 2026 was reported as \$43, 367, 489, which encompasses \$33,341,990 in the General Fund, \$2,621,672 in the Street Maintenance Fund, \$3,176,458 in the Water Fund, \$2,688,059 in the Sewer Fund, \$1,159,745 in the Transportation Fund, and \$379,565 in the Airport Fund. A review was made of the services provided by each fund. It was noted that this year's budget is built around the tax rate being \$0.22 cents per \$100, which could change. A Public Hearing is scheduled for April 9, 2025.

General Fund expenditures were reviewed and included operational capital items for core services with the two largest areas being public safety and public works:

- Lease/purchase of five police cars and outfitting of the vehicles;
- Lease/purchase of a new EMS vehicle and outfitting for the vehicle;
- Lease/purchase of a tractor/mower for street rights-of-way;
- Lease/purchase of a pickup with a lift gate;
- Lease/purchase of a dump truck;
- Lease/purchase of a $\frac{3}{4}$ ton utility truck, for a total cost of \$956,000 for these financed purchases;
- One full-time firefighter position added which will allow for 24/7 service at the fire station;
- One promotion added - a Deputy Town Manager/Finance Director position.

It was mentioned that due to increases in health insurance and VRSA liability insurance, the proposed budget does not include any employee pay increases. All departmental line-item expenditures were reviewed with cuts and adjustments already made.

Town Manager Davis reviewed the next steps: Council members will review the proposed budget and five-year capital improvement plan; a public hearing is to be held on the proposed tax rate next week; a suggestion was made to consider two additional work sessions this month as needed to discuss the budget; a public hearing on the proposed budget is scheduled for the May 14, 2025, Regular Meeting; and the proposed budget may be considered by the Council at the June 11, 2025, Regular Meeting.

The Town Manager thanked Mayor Vincent and Council members for their service to the community and commended the town staff for their assistance. Copies of the itemized budget and five-year capital improvement plan were to be provided to the Council for review following the meeting.

Council member Hardy asked questions and provided comments on several items. He hoped that the proposed budget would be placed on the website for constituents to view, as well as additional items including the Town Manager's Report.

Town Manager Davis asked that he be provided with Mr. Hardy's full listing of questions but would attempt to address some of the items mentioned. The meals and lodging taxes could be raised. He further mentioned that from a financial stability standpoint, the Town currently is heavily reliable and would be more so on those variable taxes which could decrease if the economy drops. There is a definite impact on how the Town gets rated by rating agencies when seeking a bond and there needs to be shown that the constant tax can help maintain revenue should the income from variable rates were to drop.

The dump truck and flail mower equipment purchases could be removed from the budget but would not save any money as the lease purchases would result in a net zero. Some items already have been cut from the budget such as a sidewalk study and generator purchase. Additional items that could be cut were mentioned such as the fitness studio for \$274,000, and departments could be asked to additionally reduce their budgets but there would be a need to look at if services would be affected.

The Town Manager mentioned having a current contingency fund and reported on the general fund portion of the current bond from 2012 will be paid off, and that the \$16 million general obligation bond would be approximately the same amount. Payment would just continue to be made even though one bond is being paid off and would be taking on additional debt. He concluded by stating if the other items Mr. Hardy mentioned are provided, he would be happy to review and answer at another work session. Council was asked to set aside both dates of April 23rd and April 30th for additional work sessions on the budget. Information will be sent out that the Council will meet and if those dates are not needed, a notice will be sent out.

Mayor Vincent commented on the previous transfers made from the Water and Sewer funds to supplement the General fund, which takes resources that should be available for any needed repairs or catastrophes that might occur. He continued with comments on being overly dependent

on variable taxes and that having a higher bond rating is beneficial when seeking municipal bonds because the debt payment is less of a burden on the taxpayers. The Mayor mentioned another topic discussed with Town Manager Davis and Council member Dwyer, about the money loaned to the Farmville Industrial Development Authority after the golf course sale. At that time there may have been a plan for the funds which has not been realized and so there is the question of whether that funding is a possibility. Town Manager Davis advised that the board would have to return the funding, and that the Council cannot require them to do so.

FINANCE REPORT

Finance Director Julie Moore reported on the February 2025 reports. Comparing budget to revenue, the General Fund revenue appears to be behind budgeted amounts mainly due to some of the revenue included in the budget not being actual money received but planned savings or transfers used to cover future costs. The tax and license categories are above the eighth month projected mark. Comparing revenue to prior year, the General Fund and Airport Fund are below prior year's revenue due to there being no ongoing projects this year at the airport and ABM revenue was received last year in the General Fund but none this year. Ms. Moore reported the expenses to budget are below the eighth month mark, which is considered good. Expenses this year are over last year basically due to some ongoing projects this year.

SERVICES FOR UPCOMING FY25 AUDIT

Mrs. Amos made a motion to allow Town Manager Davis to sign the engagement letter with Brown, Edwards & Company, L.L.P. for the upcoming fiscal year 2025 audit services, seconded by Mr. Hunter, and with all in favor stating "aye", the motion passed.

BACKGROUND: The Town Manager reported on the engagement letter received from Brown, Edwards & Company for the upcoming fiscal year 2025 audit. The services were put out for competitive bid with one bid being received, from Brown, Edwards & Company. The costs were noted as reasonable and in line with current pricing. Mayor Vincent noted the annual audit services provided for the Town and the awards for excellence in reporting received for the last two years.

ADDING ADMINISTRATIVE AND COLLECTION FEES TO DELINQUENT ACCOUNTS

The Town Manager reported on the proposed Resolution No. 2025-04-01 to be brought forward for consideration by the Council at the April regular meeting. He added the Town of Farmville already does business with the company [TACS – Taxing Authority Consulting Services, P.C.] to collect on delinquent real estate accounts, and this will add for the collection of

business licenses as well. He noted there is no cost to the Town, as the delinquent account holder is responsible for paying this fee for collection service in addition to the amount owed to the Town.

Mr. Hardy asked if the Town would receive the full amount owed or will the delinquent account holder pay the fee with the company keeping a portion of the amount due. Town Manager Davis advised that the Town would receive the full amount due, and the collection company would receive the 20% fee charged to the account holder.

CONDITIONAL USE PERMIT TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 709 HIGH STREET

The Town Manager reported that from the Council Retreat held, the Council advised of wanting to be notified of items going before the Planning Commission each month. For informational purposes, the Town Manager reported on a request for a conditional use permit to allow an accessory dwelling unit on the property located at 709 High Street. This item will go before the Planning Commission in April.

Community Development Director Ashley Atkins-Austin added that the accessory dwelling unit is proposed to be at the rear of the property and the applicant will submit a plan showing a 20 ft x 26 ft structure containing one bedroom, one bath, a living space, and kitchen. The Planning Commission will hold a public hearing on Wednesday, April 16, 2025, with the case to be presented to the Town Council at the May work session.

TOWN MANAGER'S REPORT

No report was offered.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hunter asked for an update on one of the tire businesses in Town that has had an increase in tires being displayed. The exact date was unknown but should be close to 14 days from when the letter was mailed out.

Mr. Hunter reported being stopped by Willie Brown who offered a thank you and appreciation for being able to see as he is backing out of his driveway.

CLOSED SESSION 2.2-3711 A.1

On a motion by Mr. Dwyer, seconded by Mr. Hunter, and with Council members Reid, Dwyer, Yoelin, Hunter, Hardy, and Amos voting "yes", Council went into closed session under paragraph A.1 of Section 2.2-3711, for the Discussion of prospective candidates for Farmville Industrial Development Authority appointments.

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: Six "yeses", No "noes"

MOTION: Dwyer SECOND: Hunter

YES: Dwyer, Yoelin, Hunter, Hardy, Amos, and Reid

NO: None

ABSENT DURING VOTE: Pairret

ABSENT DURING MEETING: Pairret

Clerk of Council

RECOMMENDED APPOINTMENTS FOR FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

Mr. Yoelin made a motion to appoint new board members to the F.I.D.A. (Farmville Industrial Development Authority) Paula Ellison, Jacob Romaine, and Jacob Epps, seconded by Mr. Reid. As the motion needed to include who is to fill the unexpired and expired terms, Mr. Yoelin rescinded his last motion. Mr. Reid rescinded his second.

Mr. Yoelin made a motion regarding the Farmville Industrial Development Authority appointments, to replace the resigned official Jim Kimbrough with Paula Ellison, and to replace former member Rhett Weiss with Jacob Epps, and when the next person resigns fill that vacancy with Jake Romaine. The motion was seconded by Mr. Reid. As there are two expired terms to be filled, Mr. Yoelin rescinded his last motion and Mr. Reid rescinded his second.

Mr. Hardy made a motion to fill the unexpired term with Paula Ellison, the two expired terms with Jacob Romaine and Jacob Epps, seconded by Mr. Reid, and with a recorded vote of Council members Dwyer, Yoelin, Hunter, Hardy, Amos, and Reid voting “yes”, the motion passed.

BACKGROUND: Paula Ellison’s appointment will fill Jim Kimbrough’s unexpired term of February 28, 2026. The appointments of Jacob Romaine and Jacob Epps will fill Rhett Weiss and Zachary Preston’s expired terms of February 28, 2025.

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 7:04 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON APRIL 9, 2025

At the regular meeting of the Farmville Town Council held on Wednesday, April 9, 2025, 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 Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Finance Director Julie Moore, Chief of Police Andy Ellington, Captain William Hogan, Fire Chief Daniel Clark, Community Development Director and IT Support Ashley Atkins-Austin, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order, and all guests were welcomed.

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

An invocation was led by Mayor Vincent for anyone wishing to join in prayer. Vice-Mayor Reid led the Pledge of Allegiance.

ADOPTION OF AGENDA

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

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

PRESENTATION OF PROCLAMATION IN RECOGNITION OF APRIL AS NATIONAL POETRY MONTH

Mayor Vincent read the proclamation and presented the signed document to Vicky Page who accepted on behalf of the Friends of the Barbara Rose Johns Farmville-Prince Edward Community Library.

**PROCLAMATION
IN RECOGNITION OF APRIL AS
NATIONAL POETRY MONTH**

WHEREAS, the Academy of American Poets established the month of April as National Poetry Month in 1996; and

WHEREAS, National Poetry Month seeks to highlight the ongoing achievement of American poets by introducing Americans to the pleasures and benefits of reading poetry; by bringing poets

and poetry to the public in immediate and innovative ways and by making poetry an important part of our children's education; and

WHEREAS, as National Poetry Month, under the leadership and direction of the Academy of American Poets, is now the largest literary celebration in the world; and

WHEREAS, poetry enriches the lives of all Americans; and

WHEREAS, poetry, as an essential part of the arts and humanities, affects every aspect of life in America today, including education, the economy, and community pride and development; and

WHEREAS, poetry has produced some of the nation's leading creative artists and has inspired other artists in fields such as music, theatre, film, dance, and the visual arts; and

WHEREAS, National Poem in Your Pocket Day will be celebrated on April 17th. Poems will be available at Farmville Downtown Businesses and at CENTRA Hospital.

NOW, THEREFORE IT IS PROCLAIMED, by the Mayor and Town Council that the month of April be recognized as National Poetry Month in the Town of Farmville, Virginia, in honor of poets across America who share their talent with the world.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the Town of Farmville, Virginia to be affixed on this 9th day of April, in the year 2025.

Brian R. Vincent, Mayor

PUBLIC HEARING – NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE

TOWN OF FARMVILLE PUBLIC HEARING NOTICE: Notice of Proposed Real Property Tax Increase

NOTICE IS HEREBY GIVEN that the Farmville Town Council will hold a public hearing pursuant to Virginia Code § 58.1-3321 to discuss the proposed real property tax increase for Calendar Year 2025.

1. **Assessment Increase:** The total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 30%.
2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.0992 per \$100 of assessed value. This rate will be known as the "lowered tax rate."

3. **Effective Rate Increase:** The Farmville Town Council proposes to adopt a tax rate of \$0.22 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.12 per \$100, or 121%. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of Farmville Town will exceed last year's by 115%.

Public Hearing Information:

- **Date:** Wednesday, April 9, 2025
- **Time:** 6:00 PM
- **Location:** Farmville Town Hall, 116 N. Main Street, Farmville, VA 23901

All hearings shall be open to the public. The governing body shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the governing body.

The provisions of this section shall not be applicable to the assessment of public service corporation property by the State Corporation Commission.

Notwithstanding other provisions of general or special law, the tax rate for taxes due on or before June 30 of each year may be fixed on or before May 15 of that tax year.

The purpose of this hearing is to provide residents and property owners an opportunity to comment on the reassessment and the resulting revenue-neutral tax rate adjustment. All interested parties are encouraged to attend and express their views. Written comments may be submitted to Mary H. McKay, Clerk of Council, 116 N. Main Street, Farmville, VA 23901, or via email to mmckay@farmvilleva.com by 5:00 PM on April 8, 2025.

Additional Information:

- Copies of the reassessment data and related documents are available for public inspection at the Clerk of Council's Office, 116 N. Main Street, Farmville, VA 23901, during regular business hours, Monday through Friday, 8:00 AM to 5:00 PM.

For questions or further information, please contact the Clerk of Council at (434) 392-9465 or mmckay@farmvilleva.com.

By Order of the Farmville Town Council
March 12, 2025

Patrick Carwile of 901 High Street in Farmville, addressed the Council concerning the tax rate. Mr. Carwile posed questions to consider while a proposed tax increase is being discussed such as has the Town looked at reducing the tax by increasing other items. He added that the tax increase is being placed on residents only and not those who visit Farmville for a lot of their needs. He stated \$0.09 per \$100 seems like a steep hike in a short amount of time which is going to affect the rental properties in town as landlords will pass that increase onto their tenants.

With no one else signed up to speak, Mayor Vincent closed the Public Hearing.

PUBLIC COMMENT PERIOD

Vicky Page from Green Bay, Virginia, addressed the Council on behalf of the Friends of the Barbara Rose Johns Farmville/Prince Edward Community Library. A thank you was expressed to all who attended the breakfast last month to further learn how allocated funds are used in service to the citizens. Ms. Page wished everyone a happy National Library Week and distributed a flyer about the April 17th Poem in your Pocket Day. An update was provided, and Ms. Page concluded her comments by distributing poems for the Council to enjoy.

With no one else signed up to speak, Mayor Vincent returned to the regular order of business.

CONSENT AGENDA

Mr. Reid made a motion to accept the Consent Agenda as presented, seconded by Mr. Hunter, and with all in favor stating “aye”, the motion passed. The Consent Agenda included the draft minutes of the March 5, 2025, Work Session, March 12, 2025, Regular Council Meeting, and the March 21, 2025 Special Called Meeting.

FINANCE REPORT

Mr. Dwyer made a motion to accept the Finance Report as presented, seconded by Mr. Hunter, and with all in favor stating “aye”, the motion passed.

BACKGROUND: Finance Director Julie Moore reported on the March 2025 Finance Report and reviewed the amounts of earned income:

- ABM project - \$4,506 earned and down significantly due to another large payment being made to ABM;
- Virginia Investment Pool (VIP) - \$14,877;
- Benchmark Community Bank sweep accounts - \$7,827;
- Local Government Investment Pool (LGIP) - \$37,559;

- Total earned for March 2025 - \$60,263.

Ms. Moore noted the Council-restricted funds have reached almost \$2.5 million for the Sewer Fund as agreed and should reach that amount with three additional payments.

REQUEST ADOPTION OF RESOLUTION NO. 2025-04-01 – AUTHORIZING THE ADDITION OF ADMINISTRATIVE AND COLLECTION FEES TO DELINQUENT ACCOUNTS

Mr. Pairet made a motion to adopt Resolution No. 2025-04-01, 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.

BACKGROUND: This item was brought forward for discussion at the April 2, 2025, Work Session. The Town of Farmville is responsible for collecting taxes and other charges to support the proper operation of the Town. Virginia Code § 58.1-3958 authorizes localities to impose administrative fees and attorney or collection agency fees, not to exceed 20%, on delinquent accounts.

The resolution allows the Town to recover costs associated with collecting delinquent accounts that are referred to a collection agency or attorney. These fees will be charged only to those who are delinquent, ensuring that responsible taxpayers are not burdened with these additional costs.

Resolution No. 2025-04-01

Approving the Addition of Administrative and Collection Fees to Delinquent Accounts Pursuant to Virginia Code § 58.1-3958

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

The Town Manager and Finance Director are hereby authorized to implement the provisions of Virginia Code § 58.1-3958, allowing the Town to assess administrative fees and collection agency or attorney’s fees, not to exceed 20%, to delinquent bills to cover the costs of collection.

These fees shall only be applied in the event that an account is assigned to a collection agency or attorney, and are intended to ensure that the cost burden of collecting delinquent accounts is borne by those responsible, rather than the general public.

This resolution shall be in full force and effect upon its approval.

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 F. Hardy: _____.
- The Honorable Donald L. Hunter: _____.
- The Honorable Adam Yoelin: _____.

**REQUEST ADOPTION OF ORDINANCE NO. 239 – TO ESTABLISH THE REAL
PROPERTY TAX RATE FOR CALENDAR YEAR 2025**

Mr. Hunter made a motion to adopt Ordinance No. 239 - to establish the real estate property tax rate for the calendar year 2025, seconded by Mr. Dwyer, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, Hunter, and Reid voting “yes”, and Council members Hardy and Amos voting “no”, the motion passed.

BACKGROUND: Discussions were held on several topics including:

- The possibility for an increase to be made over a three-year period;
- Increased costs in delaying the fire house project;
- Saving money for any emergency repairs to infrastructure;
- Stable revenue source giving a higher bond rating which in turn would allow a better interest rate when trying to secure a loan for the fire house renovation and new ladder truck;
- Loss of revenue due to the elimination of ICA-Farmville contract;

- A review of a lease/purchase compared to a lease in regard to the budget;
- Options from removing the fitness studio line item, if there would be another opportunity at the price being offered and if the Town could qualify for another grant program.

Discussion also was held on the real estate tax rate at the March 12, 2025, Regular Meeting. A Public Hearing was held on April 9, 2025, to hear citizen comments.

ORDINANCE NO. 239

AN ORDINANCE TO ESTABLISH THE REAL PROPERTY TAX RATE FOR CALENDAR YEAR 2025

WHEREAS, pursuant to § 58.1-3321 of the Code of Virginia, Prince Edward County conducted a general reassessment of real estate values within the Town of Farmville, resulting in a 30% increase in the total assessed value of real property, excluding new construction and improvements; and

WHEREAS, in accordance with this reassessment, the "lowered tax rate" necessary to offset the increased assessment and levy the same amount of real estate tax revenue as the previous year is calculated to be \$0.0992 per \$100 of assessed value; and

WHEREAS, the Town Council of the Town of Farmville proposes to adopt a real property tax rate of \$0.22 per \$100 of assessed value for Calendar Year 2025, which constitutes a 121% increase over the lowered tax rate, in order to support the Town's increased budgetary and operational needs; and

WHEREAS, the Town Council provided public notice of the proposed tax rate in accordance with legal requirements and held a public hearing on April 9, 2025, at 6:00 PM at Farmville Town Hall, during which residents and property owners were afforded the opportunity to present oral and written comments regarding the proposed rate; and

WHEREAS, the proposed real property tax rate is necessary to support the Town's total budget increase of 115% over the previous fiscal year, due to changes in revenue and anticipated General Obligation bonds in Fiscal Year 2026; and

WHEREAS, all legal procedures for the establishment of the real property tax rate have been duly followed, including proper notice and public hearing, in compliance with state and local laws;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA:

1. That the real property tax rate for the Town of Farmville is hereby established at \$0.22 per \$100 of assessed value.

2. That this ordinance shall be effective upon its adoption.

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 MANAGER'S REPORT

Town Manager Scott Davis provided an update on several items:

- In response to a previous request by Council member Hunter concerning the display of tires at a local business, it was reported to him by the Community Development Director that the tires are being cleaned up at that business location.
- Work is still being done with Hill Studios to receive stamped drawings for the Lions Park bathroom. It is hoped the project will go out to bid in the next month with construction to

commence soon thereafter. It was noted that the project is funded in the current year's budget and is part of the adopted work plan.

- With the sidewalk study also being part of the work plan, an inquiry had been made into that project. This item has been deferred for the 2026 budget year, but it is hoped to be moved forward in 2027.
- A meeting was coordinated with Southside Virginia Community College (SVCC) and the Mary E. Branch Heritage Group to discuss collaboration to renovate the community building and for SVCC to use a portion of the building if agreed in order to offer more career and technical education (CTE)-type courses for area students. Prince Edward County Administrator Doug Stanley was in attendance as well as Dr. Chip Jones from Cumberland who gathered all for the discussion. It was noted this item is part of the work plan.
- Staff are currently working with CivicPlus on revamping the Town's website.
- A revised airport lease has been reviewed by Town Attorney Gary Elder, and it is hoped to be brought forward for the Council's review at the May Work Session. This item also was noted as part of the work plan.

COMMENTS BY MAYOR AND TOWN COUNCIL

- Mr. Hardy mentioned that the electric vehicle charge stations are covered with plastic bags. The Town Manager reported that ABM is actively working to get the stations up and running and further provided an update of the progress being made.
Mr. Hardy also commended Town employees for the cleanup after the recent storms.
The Town Manager reported the date for the Spring Clean-up as May 12th (7:30 AM).
- Mr. Yoelin thanked everyone for their support and participation.
- Mr. Pairet said a special thank you to the Finance Department, Town Manager Davis, and to all who were involved with the tax increase and providing financial information for the Council to review.
- Mr. Dwyer remarked on the tax increase made but believes it will strengthen the Town as an organization. He offered thanks also to the staff.
- Mayor Vincent thanked the staff as well and commented on the decisions made that are not made lightly. He commended Council members for dealing with a tough issue and supports

the decision made. Appreciation was expressed to those who spoke and who reached out to the Council. The Mayor asked everyone to please continue to engage.

There being no other business and on a motion by Mr. Dwyer, seconded by Mr. Hunter, with all in favor stating “aye”, the meeting adjourned at 6:53 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

DRAFT

SPECIAL MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON APRIL 23, 2025

At a special meeting of the Farmville Town Council held on Wednesday, April 23, 2025, 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 Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

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

Mayor Vincent called the meeting to order, and all guests were welcomed.

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

ADOPTION OF AGENDA

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

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

DISCUSSION: PROPOSED FY2025-2026 TOWN BUDGET

Mayor Vincent announced the meeting as one of two special called meetings to discuss the budget, and that Council may cancel the second meeting to be held next week if all business is discussed. He added that the Public Hearing on the FY2025-2026 Town Budget is scheduled for the May 14, 2025, Regular Council meeting.

Town Manager Davis opened the discussion by reporting on a minor change in the horticulture area of the proposed budget. The allocation of \$50,000 for new planters will be used for some needed tree maintenance at Grove Street Park. Replacements for the existing planters have been purchased using funds from the current year’s budget.

As there have been past conversations concerning savings, the Town Manager reported on increases that could be made to the contingency fund if there are funds left over from a project. After the fiscal audit is completed in October, a request to the Council could be made to transfer those remaining funds to the current budget from the end of the previous budget. He reported an approximate amount of \$600,000 currently in the contingency fund. Items for potential discussion

also were mentioned such as if the Council wanted to increase savings and use the money allocated for the fitness studio to set aside funds or place part in savings and add the sidewalk study.

Discussions were held with input on several topics being provided.

Mr. Hardy reported receiving input from community members asking why money is being spent on an item that only a handful of people will use. He suggested using the funding for items already planned such as the outdoor basketball/pickleball courts that would be used more often than a fitness court. To offset maintenance costs, the question was raised about possible sponsorship from local businesses for items such as gravel and mulch in the recreation areas.

Mr. Dwyer mentioned the program through community support that provided small flower gardens around the entranceways to the town.

Mr. Yoelin inquired about the upkeep of the proposed recreation pad. He further inquired about a sidewalk map denoting areas without sidewalks and having a template to work from. He mentioned having the recreational amenities distributed around the town as opposed to just one side of town.

Mr. Reid noted his concern as citizens have questioned the fitness court investment.

Mr. Hunter reported noticing an increase in starting salaries of area jail and sheriff's departments and asked if staff have looked into this. The Town Manager advised this had not been done as there was no funding to provide employee raises but reported being done in previous years.

Mrs. Amos opened a discussion and suggested using the funding towards salaries to keep employees, with the difference of a bonus being provided also discussed.

Mr. Dwyer returned the discussion to an item that the public might take advantage of. Use of the existing pickleball program was talked about.

Mr. Hunter provided comments on the location of the courts due to traffic and possible adult language at a basketball court being overhead by children.

Additional discussions were held on the location of the courts and the future recreation center, trees recently planted, security in the recreation area, and parking.

Mr. Pairet commented that the public may be more receptive to having a pickleball court considered instead of giving employee raises with a tax increase being made.

Mr. Yoelin further asked about the sidewalk study and the GIS data being updated, noting it as a tool for the benefit of the entire town.

Mr. Pairet commented that from the conversations held, it would appear the Council does not want to proceed with the fitness pad.

Mr. Yoelin expressed his concerns that the funding should be used for the entire town and for maintaining the quality of the town's infrastructure.

Mr. Dwyer mentioned the possibility of proceeding with the sidewalk study and still obtaining the pickleball court, if there was an idea of the related costs.

Mr. Pairet suggested placing the amount designated for the fitness court in the contingency fund for now until the costs for the pickleball court and sidewalk study are received, then at that time a decision could be made.

Town Manager Davis clarified Council members' intentions to place the funding allocated for the fitness studio into the contingency fund, come back before the Council after January 1 to report the costs, to which the Council would vote to take that funding out of the contingency fund.

Mayor Vincent asked for a verbal assent and confirmed there was a consensus with the Council. The Town Manager further clarified reducing the revenue by \$30,000 [to remove the grant funding for the fitness studio], which would then show the revenue as \$244,000, which would be placed in the expense category in the contingency fund.

TOWN MANAGER'S REPORT

No report was offered.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hunter reported on an estimated cost of \$50,000 for the pickleball court.

Mayor Vincent reported that Barbara Johns Day is celebrated in Virginia today. All were reminded of the example of bravery and her ability to affect change.

He also provided an update on the Virginia Municipal League Small Towns Conference to be held in Farmville on June 5-6, 2025, and expressed thanks to Longwood University for their partnership.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Dwyer, with all in favor stating "aye", the meeting adjourned at 6:59 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: May 14, 2025

ITEM NUMBER: 10.a. – April 2025 Finance Report

BACKGROUND: Finance Director Julie Moore will provide a verbal report.

RECOMMENDATION: Accept the Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. Finance Report - April 2025
2. Variable Revenue-April Charts
3. Rescue Squad Expenses for 4.30.25
4. Rescue Squad YTD Totals Thru 4.30.25

TOWN OF FARMVILLE
FINANCE REPORT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE MONTH OF APRIL 2025

FUND NUMBER	FUND TITLE	BALANCE 4/01/2025	NET CHANGE	BALANCE 04/30/2025
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	\$ 1,021,120	\$ (539,810)	\$ 481,310
15	ST MAINT FUND	1,154,115	(89,774)	1,064,341
40	WATER FUND	550,099	(27,772)	522,327
42	SEWER FUND	2,271,546	(93,844)	2,177,702
44	TRANSPORTATION FUND	1,147,003	(8,417)	1,138,586
45	AIRPORT FUND	<u>(54,965)</u>	<u>(5,035)</u>	<u>(60,000)</u>
TOTAL	UNRESTRICTED FUNDS	\$ 6,088,917	\$ (764,652)	\$ 5,324,265
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	\$ 4,099,340	\$ -	\$ 4,099,340
10	ENHANCED 911-WIRELESS	482,478	11,175	493,653
10	E911-RESERVE	133,349	16	133,365
10	SET ASIDE ACCOUNT	3,785,641	317,126	4,102,767
10	E-CITATION	40,540	816	41,356
10	MEDICAL COMPENSATION	136,025	(54,286)	81,739
10	BOA - LEASE PURCHASE	942,602	1,201	943,803
40	BOA - LEASE PURCHASE	1,965,485	2,487	1,967,972
42	COUNCIL RESTRICTED	2,249,827	96,487	2,346,314
70	NARCOTICS FUND	12,728	1,226	13,954
70	TASK FORCE	-	-	-
TOTAL	RESTRICTED FUNDS	\$ 13,848,015	\$ 376,248	\$ 14,224,263
TOTAL ALL FUNDS		\$ 19,936,932	\$ (388,404)	\$ 19,548,528

UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

PETTY CASH	\$ 2,500
VIP ACCT - GOLF SALE PROCEEDS	1,005,799
VIP ACCTS - UNRESTRICTED	1,112,715
LGIP ACCT - UNRESTRICTED	2,679,095
CHECKING ACCT-BENCHMARK-AIRPORT	316,835
CHECKING ACCOUNT-BENCHMARK-UNRESTRICTED	<u>207,321</u>
TOTAL UNRESTRICTED FUNDS	\$ 5,324,265

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

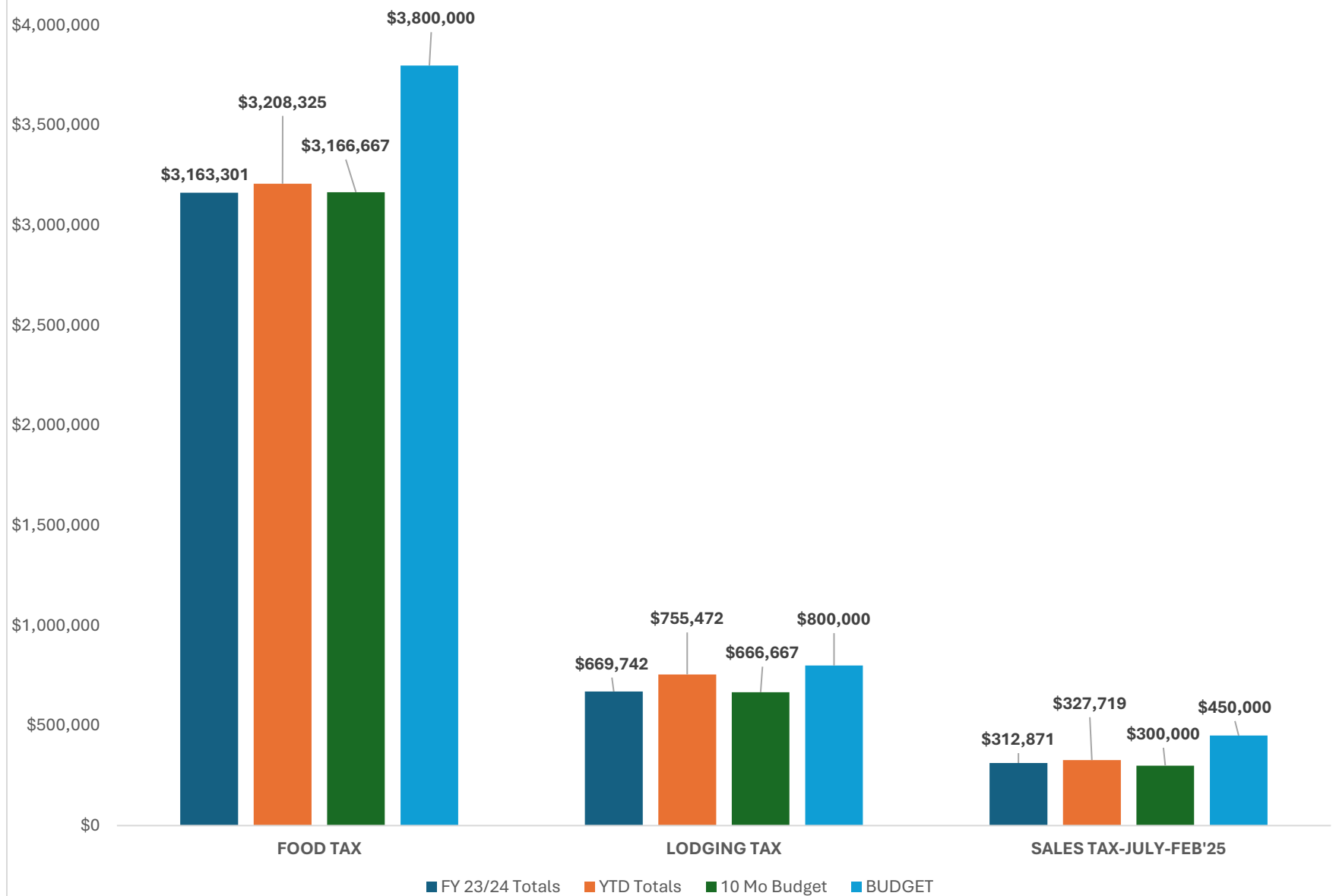
LGIP ACCT - ARPA -COVID FUNDS	\$	4,099,340
MONEY MARKET - BENCHMARK - 911 WIRELESS		159,845
VIP ACCT - WIRELESS		333,807
INTEREST CHECKING-BENCHMARK-E911 RESERVE		133,366
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT		1,453,456
LGIP ACCT - SET ASIDE ACCOUNT		2,190,572
VIP ACCT - SET ASIDE ACCOUNT		458,739
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT		41,356
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION		81,739
VIP ACCT - BOA - LEASE PURCHASE		2,911,777
VIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,112,692
LGIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,233,620
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE		13,954
INTEREST CHECKING-BENCHMARK-TASK FORCE		-
TOTAL RESTRICTED FUNDS	\$	14,224,263

RESPECTFULLY SUBMITTED:

Julie Moore

Julie A. Moore, CPA, CFE, CGFM

VARIABLE REVENUE - APRIL 2025



2025

Total Labor Cost		\$808.80
Total Material Cost		\$6,751.19
Total Equipment Cost		\$310.00
Total Fuel Cost		<u>\$1,277.65</u>
Total April		\$9,147.64

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Year-to-Date Costs - Rescue Squad
July - June 2025

2024-2025

	<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	305.40	655.70	1,223.42	481.64	503.23	535.58	55.17	324.94	620.42	808.80	0.00	0.00	\$5,514.30
Materials	156.59	3,722.55	3,022.00	936.17	173.84	152.01	31.52	5,456.68	1,515.89	6,751.19	0.00	0.00	\$21,918.44
Equipment	310.00	310.00	310.00	310.00	0.00	0.00	0.00	0.00	0.00	310.00	0.00	0.00	\$1,550.00
Fuel	<u>1,838.77</u>	<u>1,546.09</u>	<u>1,133.46</u>	<u>712.31</u>	<u>653.46</u>	<u>863.67</u>	<u>1,317.60</u>	<u>1,147.88</u>	<u>1,502.60</u>	<u>1,277.65</u>	<u>0.00</u>	<u>0.00</u>	<u>\$11,993.49</u>
	\$2,610.76	\$6,234.34	\$5,688.88	\$2,440.12	\$1,330.53	\$1,551.26	\$1,404.29	\$6,929.50	\$3,638.91	\$9,147.64	\$0.00	\$0.00	\$40,976.23

RETAIL SALES & DOLLAR VOLUME - LAST FIVE YEARS

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Grocery Stores	63,972,342.00	67,286,875.28	72,086,178.88	75,600,135.69	78,243,369.00
Restaurants	43,959,169.82	55,274,680.15	63,868,769.82	67,576,103.07	69,504,182.00
Retail Automotive Sales (Includes car sales & service station)	61,586,130.08	71,220,955.61	82,525,434.87	85,468,498.72	84,069,479.00
Other Retail Sales (Less food & automotive)	<u>199,151,263.38</u>	<u>230,093,603.35</u>	<u>234,286,411.37</u>	<u>214,260,809.45</u>	<u>206,944,933.00</u>
TOTAL RETAIL SALES	368,668,905.28	423,876,114.39	452,766,794.94	442,905,546.93	438,761,963.00
% Increase	-1.00%	14.97%	6.82%	-2.18%	-0.94%
Contractors	51,993,127.58	35,672,655.71	49,293,104.74	64,344,946.86	52,004,677.00
Wholesale Merchants	27,107,295.15	38,074,662.33	42,532,983.94	38,115,924.62	37,214,602.00
Professional Service (Doctors, Attorneys, Dentists, Surveyors, Accountants, etc.)	38,672,906.58	40,964,495.82	37,143,368.36	37,605,715.56	37,281,729.00
Hotels/Motels	6,284,159.04	12,637,281.30	12,184,953.89	12,442,019.00	13,427,392.00
All Other Business	<u>83,164,766.80</u>	<u>87,690,584.54</u>	<u>96,966,713.88</u>	<u>101,129,419.28</u>	<u>134,105,694.00</u>
TOTAL DOLLAR VOLUME	575,891,160.43	638,915,794.09	690,887,919.75	696,543,572.25	712,796,057.00
% Increase	-10.28%	10.94%	8.13%	0.82%	2.33%
Total License Taxes	1,386,782.96	1,554,899.88	1,664,990.42	1,694,449.81	1,714,358.08
TOTAL REVENUE	1,386,782.96	1,554,899.88	1,664,990.42	1,694,449.81	1,714,358.08
% Increase	-8.36%	12.12%	7.08%	1.77%	1.17%