

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