



# **CITY OF EMPORIA**

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## **PUBLIC HEARING**

- 1. Proposed FY17 General and Utility Fund Budgets**
- 2. Rezoning Request – 6 Doctors Drive**

**AGENDA**  
**EMPORIA CITY COUNCIL**  
*Regular Meeting*  
**TUESDAY, APRIL 19, 2016 - 6:30 P.M.**

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### **OPENING PRAYER**

### **ROLL CALL**

### **APPROVAL OF MINUTES**

March 15, 2016 ~ Public Hearing and Regular Meeting  
April 1, 2016 ~ Special Meeting

### **APPROVAL OF BILLS**

### **REPORTS**

Financial and Tax Reports  
Commissioner of the Revenue Report  
Permit and Inspection Report  
Police Report  
Sheriff Report  
Fire Report  
City Attorney Report

### **APPROVAL OF AGENDA**

### **AWARDS AND RECOGNITIONS**

### **UNFINISHED BUSINESS**

16-16. Recreation Advisory Commission - Term Expirations

### **NEW BUSINESS**

16-18. Rezoning Request - 6 Doctors Drive

16-19. Drug Seizure Fund – Appropriation Ordinance



# **CITY OF EMPORIA**

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## **PUBLIC HEARING**

- 1. Proposed FY17 General and Utility Fund Budgets**
- 2. Rezoning Request – 6 Doctors Drive**

**AGENDA**  
**EMPORIA CITY COUNCIL**  
*Regular Meeting*  
**TUESDAY, APRIL 19, 2016 - 6:30 P.M.**

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16-20. Virginia Department of Emergency Management Grant Funds – Appropriation Ordinance

16-21. FY17 Greensville County Public School System Budget – Request to Adopt Resolution

### **PUBLIC COMMENT**

### **CLOSED SESSION**

Closed Meeting pursuant to Virginia Code § 2.2 3711 (A) (3) A matter involving the acquisition of real property for public purposes because discussion in an open session would adversely affect our bargaining position and (A) (7) Legal matter requiring the advice of counsel and briefings by staff pertaining to City/County contractual issues.

## PUBLIC HEARING

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### **1. East Atlantic Street Neighborhood Improvement Project – Request to Approve Resolution Authorizing Submittal of CDBG Application**

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Emporia's City Council held a Public Hearing on Tuesday, March 15, 2016, at 6:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Mary L. Person presided over the session.

The following City Council members were present:

Councilman F. Woodrow Harris  
Councilman James E. Ewing, III  
Councilwoman Carolyn S. Carey  
Councilwoman L. Dale Temple  
Councilwoman Carol Mercer  
Councilwoman Doris T. White  
Councilwoman Deborah D. Lynch

Others present:

Mary L. Person, Mayor  
C. Butler Barrett, City Attorney  
Brian S. Thrower, City Manager  
Dr. Edwin C. Daley, Assistant City Manager  
Tessie S. Wilkins, City Clerk  
W. S. Harris, Jr., Treasurer  
Joyce E. Prince, Commissioner of the Revenue  
Ricky Pinksaw, Chief of Police  
Royal Jones, Public Works Director  
Ken Ryals, Emergency Service Coordinator

Absent:

### **1. East Atlantic Street Neighborhood Improvement Project – Request to Approve Resolution Authorizing Submittal of CDBG Application**

Mr. Thrower stated that the City had been working with DHCD and Community Planning Partners to plan for a community improvement project in the East Atlantic Street area. He also stated that the City was now preparing a grant application request to DHCD in the amount of \$1,000,000.

Mr. Thrower reported that the neighborhood suffered from dilapidated housing conditions and an inadequate drainage system resulting in problematic flooding at the intersections of East Atlantic/Reese Streets and Center Street/Cleveland Avenue. He also reported that the grant funds received during this funding cycle will address the rehabilitation of 15-20 housing units, the replacement of two (2) drainage pipes, and associated curb, gutter, and street improvements within the designated Project Area.

Mr. Thrower stated that the project matching funds will include the following:

VDOT street paving funds	\$170,000
VDOT MAP-21 funds application	350,000
City drainage improvement funds	200,000
City street lighting funds	15,000
City street signage funds	5,000
City administrative funds	6,000
City police and code enforcement	73,636
City building fees waived	3,434
VDEM flooding mitigation funds	501,300
Property owner investments	10,500
VGIF trail development funds	1,400

Mr. Thrower stated that the total project matching funds was \$1,336,270.

Mr. Thrower recommended that Council approve the resolution authorizing submittal of the grant application. He also stated that if the City was to be awarded this grant, matching funds would need to be incorporated into the City's FY18 budget.

Mayor Person asked if there was anyone present who wished to speak regarding this matter.

With there being no comments to come before City Council, Mayor Person declared the public hearing closed.

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Mary L. Person, Mayor

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Tessie S. Wilkins, CMC  
City Clerk

**MINUTES  
EMPORIA CITY COUNCIL  
CITY OF EMPORIA MUNICIPAL BUILDING  
MARCH 15, 2016**

*Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.*

Emporia City Council held a regular meeting on Tuesday, March 15, 2016 at 6:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Mary L. Person presided over the meeting with Carolyn Carey, Council Member offering the invocation.

**ROLL CALL**

The following City Council members were present:

Councilman F. Woodrow Harris  
Councilman James E. Ewing, III  
Councilwoman Carolyn S. Carey  
Councilwoman L. Dale Temple  
Councilwoman Carol Mercer  
Councilwoman Doris T. White  
Councilwoman Deborah D. Lynch

Others present:

Mary L. Person, Mayor  
C. Butler Barrett, City Attorney  
Brian S. Thrower, City Manager  
Dr. Edwin C. Daley, Assistant City Manager  
Tessie S. Wilkins, City Clerk  
W. S. Harris, Jr., Treasurer  
Joyce E. Prince, Commissioner of the Revenue  
Ricky Pinksaw, Chief of Police  
Royal Jones, Public Works Director  
Ken Ryals, Emergency Service Coordinator

Absent:

**MINUTES APPROVAL**

Councilwoman Temple moved to approve the minutes from the Tuesday, February 16, 2016 Public Hearing and Regular meeting and Saturday, February 06, 2016 Council Retreat minutes as presented, seconded by Councilwoman Mercer, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye

Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

## **APPROVAL OF BILLS**

A listing of the March 15, 2016 bills was presented to City Council members.

General Fund	\$	1,169,690.99
Utility Fund	\$	102,449.49

Councilwoman Temple moved to approve the March 15, 2016 bills as presented, seconded by Councilwoman White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

## **FINANCIAL AND TAX REPORTS**

Honorable W. S. Harris, Jr., City Treasurer provided his report to City Council members. There were no questions regarding his report.

## **COMMISSIONER OF THE REVENUE REPORT**

Honorable Joyce E. Prince, Commissioner of the Revenue provided her report to City Council members. There were no questions regarding her report.

## **PERMIT AND INSPECTION REPORT**

Randy C. Pearce, Building/Fire Official provided his report to City Council members. There were no questions concerning his report.

## **POLICE REPORT**

Ricky Pinksaw, Chief of Police provided his report to City Council members. There were no questions concerning his report.

## **CITY SHERIFF REPORT**

Sam C. Brown, Sheriff provided his report to City Council members. There were no questions concerning his report.

## **CITY ATTORNEY REPORT**

C. Butler Barrett, City Attorney had no matters to report to City Council members.

## **AGENDA APPROVAL**

Councilman Ewing moved to approve the agenda with the addition of **Item 16-17 VML 2016 Policy Committee Nominations and Closed Session – (A) (3) Matter involving the acquisition of real property for public purpose where discussion in an open session would adversely affect our bargaining position**, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

## **AWARDS AND RECOGNITIONS**

Mayor Person presented Sergeant Anthony Artis with a retirement resolution and plaque in appreciation of 18 years of dedicated service to the City of Emporia.

## **UNFINISHED BUSINESS**

### ***16-04. Citizens Advisory Board – Request to Dissolve***

Mr. Thrower stated that at the February 16, 2016 meeting, Council discussed the possibility of dissolving the Citizens Advisory Board due to its infrequent meeting schedule and lack of necessity. He also stated that per the Police Chief, the last time the Citizens Advisory Board met was in early 2007. He further stated that given that the Police Department's thorough internal complaint procedure and increased emphasis on community policing, there was no reason to maintain the existence of this Board.

Mr. Thrower reported that the Police Chief, and himself recommend Council to dissolve this Board.

Councilman Harris made a motion to dissolve the Citizens Advisory Board, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	nay
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	nay
Councilwoman Deborah D. Lynch	aye

## **NEW BUSINESS**

**16-09. East Atlantic Street Neighborhood Improvement Project – Request to Approve Resolution Authorizing Submittal of CDBG Application**

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Councilwoman Temple made a motion to adopt **Resolution No. 16-01** authorizing the preparation and filing of an application for community improvement grant funds through the Virginia small cities community development Block Grant program, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

**16-10. Animal Shelter Project – Request to Approve Appropriation Ordinance and Proceed with Construction**

Mr. Thrower reported that the City had been working with Jeff Robinson & Associates to bring the Animal Shelter into compliance with State regulations. He also reported that Mr. Robinson had completed the drawings, and the project has been bid on. He further reported that the City received one bid of \$498,700 in November 2015. He stated that this bid was rejected, and the project was rebid on. He also stated that during the second bid process, the City received a total of eight bids. He further stated that the low bid received was \$349,800 from Slate & Spivey. He advised that the current budget appropriation is \$350,000.

Mr. Thrower stated that the following was a breakdown of anticipated project costs:

1. Engineering, design, and inspections	\$29,400
2. Kennels	40,000
3. Other furniture and fixtures	10,000
4. Construction bid	349,800
5. Construction contingency (5%)	17,500
Total Cost	\$446,700

Mr. Thrower stated that this project had been bid on twice, and the cost was reduced by nearly \$150,000. He also stated that City Administration believed that this is the best price the City will receive for a facility that will meet the state's requirements and Emporia needs.

He recommended that Council approve the ordinance appropriating \$96,700 from the unappropriated fund balance to cover the additional estimated costs for this project and authorization for staff to proceed with construction.

Councilman Ewing made a motion to adopt **Ordinance No. 16-03** to appropriate the sum of \$96,700.00 from the Unappropriated Fund Balance of the General Fund for expenses related

to the construction of New Animal Shelter, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

***16-11. Budget Work Session Dates and Adoption Timeline – Request to Approve***

Mr. Thrower stated that the following is the proposed budget work session dates and adoption timeline:

- Work Session – Tuesday, March 22<sup>nd</sup> – 5:30 -7:30 P.M.
- Work Session – Tuesday, March 29<sup>th</sup> – 5:30 – 7:30 P.M.
- Work Session – Tuesday, April 5<sup>th</sup> - 5:30 – 7:30 P.M. (In Place of Regular Meeting)
- Work Session – Wednesday, April 13<sup>th</sup> - 5:30 – 7:30 P.M.
- Public Hearing – Tuesday, April 19<sup>th</sup> (At Regular Meeting)
- Budget Adoption – Tuesday, May 3<sup>rd</sup> (At Regular Meeting)

He recommended that Council approve the aforementioned budget work session dates and adoption timeline.

Councilwoman Temple made a motion to approve the aforementioned budget work session adoption timeline, seconded by Councilwoman Mercer, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

***16-12. Sexual Assault Program – Appropriation Ordinance***

Mr. Thrower reported that the City receives grant funds annually from the Department of Criminal-Justice Services for the Sexual Assault Program. He also reported that the City received notification that the Department of Criminal-Justice Services has approved an additional grant award in the amount of \$6,696 for the period ending June 30, 2016. He further reported that Council would need to appropriate the additional funding into the FY16 budget so that these funds may be utilized for the Sexual Assault Program.

Councilman Ewing made a motion to adopt **Ordinance No. 16-04** to appropriate the sum of \$6,960.00 in Grant Funds from the Department of Criminal-Justice Services for the Sexual Assault Program, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	abstain
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

***16-13. Victim Witness Program – Appropriation Ordinance***

Mr. Thrower stated that the memo title should be Victim Witness Program.

Mr. Thrower reported that the City receives grant funds from the Department of Criminal-Justice Services for the Victim Witness Program. He also reported that the City received notification that the Department of Criminal-Justice Services has approved an additional grant award in the amount of \$8,748 for the period ending June 30, 2016. He further reported that Council would need to appropriate the additional funding into the FY16 budget so that these funds may be utilized for the Victim Witness Program.

Councilman Harris made a motion to adopt **Ordinance No. 16-02** to appropriate the sum of \$8,748.00 in Grant Funds from the Department of Criminal-Justice Services for the Victim Witness Program, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

***16-14. Update on Old Training School – Request by Council Member Harris***

Mayor Person stated that Councilman Harris requested that this item be placed on the Agenda.

Councilman Harris stated that Marva Dunn was in attendance to update Council on this issue.

Ms. Dunn stated that the Special Project Committee for the Citizens United/Training School plan of action is to continue to clean and beautify the site while working to secure funding to begin construction. She also stated that Storefront design would provide architectural construction plans, pro-bono. She further stated that every semester, Storefront's community design apprentices at a MOB (Middle of Broad) take on community-initiated projects under the guidance of a professional mentor, VCU arts faculty and Storefront staff. She stated that this semester MOB student representing Fashion, Graphic, and Interior-Design departments at VCU

arts will be taking on 16 projects. She also stated that the Greenville County Training School was selected as one of the 16 projects. She further stated that a group of 11 mob member's students, two professors and one Storefront design staff person came from Richmond February 20<sup>th</sup> and assisted us in or first phase of cleaning and beautification. She reported that the following items found during clean were old football, old scissors, old pencils, a school bell and old coat racks. She also reported that the mob group would restore the coat racks and school bell.

Ms. Dunn thanked Dr. Wilson, Anthony Gillus and Royal Jones from the City of Emporia, for their assistance in making the clean-up day a success.

Ms. Dunn stated that the first Direct Mail fund-Raising campaign was scheduled to begin soon. She also stated that Keith Mitchell and Liz Grizzard have agreed to help secure donors. She further stated that they will secure a chairperson for brick sales by end of April. She also stated that the current contributions and Pledges were \$10,100.00.

#### ***16-15. Improvement Association - Appointment***

Mr. Thrower stated that Mr. Charlie Caple, Jr. of the Improvement Association's Board of Directors requested that Emporia City Council members appoint a member of Council to fill the Elected Officials vacancy on their Board. He also stated that the meetings for the Improvement Association's Board of Directors are held once every two months at 6:00 p.m. on the fourth Monday of the month at their 1750 E. Atlantic Street location in Emporia.

Mr. Thrower stated that Carol Mercer has advised City Administration that she would be willing to serve on the Improvement Association's Board of Directors.

Councilwoman Temple made a motion to appoint Council Member Carol Mercer to serve on the Improvement Association's Board of Directors, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	abstain
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

#### ***16-16. Recreation Advisory Commission – Term Expirations***

Mr. Thrower stated that on April 1, 2016, Mr. Edward V. Lankford, IV, Mrs. Deborah D. Lynch, Mrs. Carol Mercer, Mr. Clifton Threat and Ms. Doris White's one-year term on the Recreation Advisory Commission will expire. He also stated that Mr. Lankford, Ms. Lynch, Mr. Threat and Mrs. Mercer have indicated that they do wish to be considered for reappointment. He further stated that Ms. White has stated that she does not wish to be considered for reappointment.

Councilwoman Temple moved to approve that Clifton Threat, Edward V. Lankford, IV, Deborah Lynch and Carol Mercer be reappointed to the City of Emporia's Recreation Advisory

Commission to serve an additional 1-year term, seconded by Councilman Harris, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	abstain
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	abstain

Mayor Person asked if anyone wished to make a nomination concerning Ms. White's term on the Recreation Advisory Commission Board.

Mayor Person stated that with no nominations at this time, this item would be carried over to the next Council meeting.

#### ***16-17. VML 2016 Policy Committees – Request for Nominations***

Mr. Thrower stated that the Virginia Municipal League were accepting nominations for its 2016 policy committees. He also stated that only members of a council and employees of the local government are eligible to serve on these committees. He further stated that individuals may only serve on one committee. He reported that there are a total of six committees, which includes Community & Economic Development, Environmental Quality, Finance, General Laws, Human Development & Education, and Transportation.

Mr. Thrower reported that the following Council Members and staff were currently members of these committees:

- Council Member Doris T. White – Environmental Quality
- Council Member Deborah D. Lynch and Mayor Mary L. Person – General Laws
- Council Member Carolyn S. Carey – Human Development & Education
- Council Member Dale Temple – Human Development & Education
- Brian Thrower, City Manager – Finance

He recommended that Council make nominations to the aforementioned committees.

Councilman Harris made a motion to nominate the following to VML's Policy Committees as indicated:

- Council Member Doris T. White – Environmental Quality
- Council Member Deborah D. Lynch and Mayor Mary L. Person – General Laws
- Council Member Carolyn S. Carey – Human Development & Education
- Council Member Dale Temple – Human Development & Education
- Brian Thrower, City Manager – Finance

Councilman Ewing seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
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Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	abstain
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	abstain
Councilwoman Doris T. White	abstain
Councilwoman Deborah D. Lynch	abstain

**PUBLIC COMMENT**

Mayor Person asked if anyone wished to bring a matter before City Council members adhering to the three-minute time limitation.

With there being no comments to come before City Council, Mayor Person closed the public comment portion of the meeting.

**\*\*\*CLOSED SESSION\*\*\***

Councilwoman White moved that Closed Session be entered for the purpose of discussing Virginia Code Sections § 2.2 3711 (A) (7) **Legal matter requiring the advice of Counsel and briefings by staff pertaining to City/County contractual issues and (A) (3) Matter involving the acquisition of real property for public purpose where discussion in an open session would adversely affect our bargaining position**, seconded by Councilwoman Mercer, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

**\*\*\*Regular Session\*\*\***

Councilwoman Mercer moved that the meeting be returned to Regular Session. Councilwoman Carey seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

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**CERTIFICATION**

Councilwoman Mercer moved to certify the following:

1. only public business matters are lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed in the Closed Session to which this certification applies, and
2. only such public business matter as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered by City Council.

Councilwoman Carey seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Lynch	aye

#### **ADJOURNMENT**

With no further business to come before City Council, Mayor Person adjourned the meeting.

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Mary L. Person, Mayor

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Tessie S. Wilkins, CMC  
City Clerk

**MINUTES  
EMPORIA CITY COUNCIL  
SPECIAL MEETING  
APRIL 1, 2016**

*Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.*

Emporia City Council held a special meeting on Friday, April 1, 2016 at 11:30 a.m. at 1010 John Randolph Blvd, South Boston, Virginia 24592.

**ROLL CALL**

The following City Council members were present:

Councilwoman Carol Mercer  
Councilwoman L. Dale Temple  
Councilwoman Carolyn S. Carey

Others present:

Mary L. Person, Mayor  
Brian S. Thrower, City Manager  
Sheila Cutrell, Finance Director

Absent:

Councilwoman Doris T. White  
Councilwoman Deborah D. Lynch  
Councilman James E. Ewing, III  
Councilman F. Woodrow Harris

City Council discussed local government structure issues with current and former South Boston officials.

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Mary L. Person, Mayor

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Tessie S. Wilkins, CMC  
City Clerk

# Review of Bills

## April 19, 2016

### GENERAL FUND

#### LEGISLATIVE

Bank of America	300.68
Ewing III, James	600.00
Independent Messenger	84.80
Mercer, Carol	75.00
Telpage, Inc.	79.90
Verizon	22.20
White, Doris T.	75.00
Xerox Corporation	41.53

#### EXECUTIVE

Alere eScreen	316.00
Bank of America	573.95
Lennie Turner - Richmond Times	22.50
Telpage, Inc.	149.95
Verizon	294.76
VML Insurance Programs	36,257.87
Xerox Corporation	188.58

#### LAW

Barrett Law Office, PC	583.33
Troutman Sanders LLP	913.00

#### REGISTRAR

Dickerson, Norris M.	14.58
Ogburn Signs & Printing	92.50
Poll Workers	4,240.00
Treasurer, VEBA	160.00
Verizon	22.20
Xerox Corporation	14.18

#### EMERGENCY SERVICES

City of Franklin	7,200.00
Owen Ford, Inc.	224.93
Sadler Brothers Oil Company, Inc.	38.77
Verizon	44.40
Verizon Wireless	49.94
Xerox Corporation	9.91

#### COURTS

Andrew E. Weaver	120.00
Crater Youth Care Commission	6,305.75
Randall Page, P.C.	240.00
Southside Regional Jail	103,166.40
Verizon	100.19

#### VICTIM WITNESS

#### VJCCCA/FAMILY VIOLENCE PREVENTION

Behavioral Interventions, Inc.	193.59
Best Western Emporia	314.04
Caroline J. Gatten, LCSW	370.00
Marva Dunn	48.42
Sadler Brothers Oil Company, Inc.	29.12
Telpage, Inc.	169.94
Treasurer of Virginia - VITA	5.87
Verizon	142.76
Verizon Wireless	118.30
VML Insurance Programs	23.25

#### SHARED SERVICES

Greensville County	477,661.47
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#### FINANCE

Anthem Blue Cross/Blue Shield	43,530.76
Bank of America	891.17
Lincoln Financial Group	1,697.02
Treasurer of Virginia - VRS	37,265.57
Verizon	66.35
VML Insurance Programs	27,135.88
Xerox Corporation	82.56

#### TREASURER

University of Virginia	160.00
Verizon	171.04
Xerox Corporation	6.63

#### COMMISSIONER OF REVENUE/ASSESSOR

Bank of America	169.96
Courtyard Norfolk Downtown	358.92
CRAV	125.00
Independent Messenger	63.60
Quill Corporation	237.97
Verizon	93.05
WindoWare, Inc.	2,300.00
Xerox Corporation	36.15

#### NON-DEPARTMENTAL

Emporia-Greens. Literacy Council, Inc.	2,736.00
Emporia-Greens. Local Law Library	214.00
Meherrin Regional Library	7,915.55
VML Insurance Programs	2,129.50

## Review of Bills

### April 19, 2016

#### COURT SERVICES UNIT

Emporia CNBB, LP	2,337.50
Sadler Brothers Oil Company, Inc.	95.60
Treasurer of Virginia - VITA	30.14
Verizon	277.91
Verizon Wireless	331.35

#### SHERIFF

Emporia CNBB, LP	325.00
Greene's Service Center	16.00
Sadler Brothers Oil Company, Inc.	130.80
Telpage, Inc.	39.99
Verizon	113.85
Verizon Wireless	91.34

#### FIRE

Amerigas Propane LP	453.13
Bank of America	4,894.16
City of Emporia Utility Fund	229.93
Dominion Virginia Power	882.15
Houchins Pest Control Service	18.50
Mecklenburg Electric Cooperative	303.84
Morris Refrigeration Company, Inc.	140.56
Parker Oil Company, Inc.	313.24
Sadler Brothers Oil Company, Inc.	85.10
Telpage, Inc.	59.99
Verizon	111.00
Verizon Wireless	30.59
VML Insurance Programs	2,742.00

#### PARKS & RECREATION

Bank of America	700.96
Cintas Corporation	59.90
Sadler Brothers Oil Company, Inc.	91.95

#### FACILITIES

Amerigas Propane LP	2,730.95
Bank of America	1,030.80
Baxter Bailey & Associates	5,133.36
Calvin E. Edwards, Jr.	196.50
Cintas Corporation	351.55
City of Emporia Utility Fund	33.98
David T. Bland	3,200.00
Dominion Virginia Power	2,930.01
Houchins Pest Control Service	138.75
Jeff B. Robinson & Associates, LLPC	395.00
Mecklenburg Electric Cooperative	1,137.69
Morris Refrigeration Company, Inc.	913.60
R & C Electric Service, Inc.	70.24

#### DEBT SERVICE

BB&T Governmental Finance	9,479.92
Carter Bank & Trust	2,021.00
First Citizens Bank	5,858.08
The Bank of Hampton Roads	3,665.43
The Bank of Southside Virginia	1,129.24
USDA Rural Development	4,607.00

#### DEVELOPMENT SERVICES

Bank of America	711.85
Community Planning Partners	6,585.76
Emporia IDA	171,347.00
Emporia Redev. & Housing Authority	967.50
Emporia-Greenville Chamber	10.00
Independent Messenger	201.40
Kyle Green	194.52
Sadler Brothers Oil Company, Inc.	118.48
Summit Design and Engineering	16,100.00
Telpage, Inc.	110.00
Timmons Group, Inc.	12,650.00
Verizon	95.29
Verizon Wireless	-599.25
Virginia Carolina Paving	1,966.50
WorldView Solutions	2,000.00
Xerox Corporation	236.97

#### POLICE

Bank of America	8,551.90
Davis Body Shop, Inc.	1,316.40
PT Armor, Inc.	1,190.00
Sadler Brothers Oil Company, Inc.	2,840.69
Telpage, Inc.	59.95
United Parcel Service	3.64
Verizon	1,842.08
Verizon Wireless	1,335.64
Virginia Police Chiefs Foundation	165.00
White Chrysler LLC	1,446.63

#### ANIMAL CONTROL

Sadler Brothers Oil Company, Inc.	62.18
Verizon Wireless	119.88

## Review of Bills April 19, 2016

### PUBLIC WORKS

Adams Construction	387,699.69
ARC3 Gases	26.15
Bakers Waste Equipment, Inc.	7,361.00
Bank of America	17,915.68
Best Way, Inc.	2,650.00
Cintas Corporation	718.23
Colonial Truck Sales, Inc.	74,601.00
Dominion Virginia Power	6,996.78
Fuel Freedom Card	1,282.07
Greensville County Landfill	16,161.84
Hicks Tree Service, LLC	1,000.00
Mecklenburg Electric Cooperative	1,518.74
Redwine International, Inc.	5,854.40
Sadler Brothers Oil Company, Inc.	1,116.80
Southside Regional Jail	149.60
Telpage, Inc.	59.95
Thorpe's Lawn Care	300.00
Verizon	244.43
Verizon Wireless	-265.71

### **TOTAL GENERAL FUND**

**\$1,586,036.48**

### UTILITY FUND

Anthem Blue Cross/Blue Shield	10,615.84
Arc3 Gases	82.75
Baggett Metal Products	496.29
Bank of America	12,927.84
Biological Monitoring, Inc.	600.00
Brenntag Mid-South, Inc.	463.20
Bryant's Safety and Health, LLC	51.00
Carter Machinery Company, Inc.	608.99
Cintas Corporation	847.00
Comcast Communications	124.90
Dewberry Engineers, Inc.	1,335.00
Dominion Virginia Power	9,212.64
Electric Motor Shop	2,107.04
Fortiline Waterworks, Inc.	2,160.40
Fuel Freedom Card	113.47
Lincoln Financial Group	307.48
Mecklenburg Electric Cooperative	19,193.98
Russell Fence Company	2,975.00
Sadler Brothers Oil Company, Inc.	428.14
Step Saver Products	340.00
Telpage, Inc.	79.90
Treasurer of Virginia - VRS	9,186.82
U S Postal Service	748.50
United Parcel Service	27.81
Univar USA, Inc.	3,647.92
USDA Rural Development	35,829.00
Verizon	746.98
Verizon Wireless	241.18
VML Insurance Programs	17,321.00
VUPS	53.01
Water Guard, Inc.	7,416.37
Xerox Corporation	1.73

### **TOTAL UTILITY FUND**

**\$140,291.18**

**General Fund  
Revenue and Expenditure Report  
March 31, 2016**

**REVENUES**

Description	Budget	Revenues To Date	% Collected
General Property Taxes	\$4,715,993	\$4,274,168	90.63%
Other Local Taxes	6,364,500	4,773,507	75.00%
Licenses, Permits & Fees	15,600	19,974	128.04%
Fines & Forfeitures	1,340,444	624,487	46.59%
Use of Money & Property	30,000	53,488	178.29%
Charges for Services	940,723	615,271	65.40%
Miscellaneous Revenue	44,987	56,170	124.86%
Recovered Costs	231,620	69,365	29.95%
State Non-Categorical Aid	616,119	610,685	99.12%
Shared Expenses	303,300	187,007	61.66%
Categorical State Aid	2,922,251	2,130,869	72.92%
Federal Non-Categorical Aid	2,156,317	689,571	31.98%
Proceeds from Financing	2,065,000	1,870,000	90.56%
Appropriated Fund Balance	<u>854,085</u>	<u>0</u>	<u>0.00%</u>
<b>Total</b>	<b>\$22,600,939</b>	<b>\$15,974,562</b>	<b>70.68%</b>

**EXPENDITURES**

Description	Budget	Expenditures To Date	% Expended
City Council	\$186,142	\$112,831	60.62%
City Manager	317,285	225,304	71.01%
Legal Services	38,900	23,476	60.35%
Commissioner of Revenue	224,373	159,768	71.21%
Assessor	44,875	39,258	87.48%
Treasurer	107,292	75,918	70.76%
Finance Department	219,676	151,656	69.04%
Registrar	90,111	56,023	62.17%
Courts	2,874,047	2,240,996	77.97%
Sheriff	256,905	173,954	67.71%
Police Department	3,223,668	2,155,117	66.85%
Fire Department	564,912	164,605	29.14%
Emergency Services	72,549	39,964	55.09%
Facilities Management	599,403	146,899	24.51%
Public Works	3,694,636	2,112,877	57.19%
Health & Social Services	443,518	423,405	95.47%
Education	4,797,830	4,008,291	83.54%
Library	94,949	79,118	83.33%
Development Services	3,252,273	1,795,399	55.20%
Airport	71,348	64,850	90.89%
Parks and Recreation	110,750	85,250	76.98%
Arts and Culture	13,500	13,500	100.00%
Extension Service	28,026	13,930	49.70%
Civic & Community Organizations	9,515	4,575	48.08%
Non-Departmental	<u>1,264,456</u>	<u>866,793</u>	<u>68.55%</u>
<b>Total</b>	<b>\$22,600,939</b>	<b>\$15,233,757</b>	<b>67.40%</b>

**Utility Fund  
Revenue and Expenditure Report  
March 31, 2016**

**REVENUES**

Description	Budget	Revenues To Date	% Collected
Water Sales	\$1,692,600	\$1,232,633	72.82%
Sewer Service	1,396,500	1,038,948	74.40%
Water Taps	0	6,000	#DIV/0!
Sewer Taps	0	8,000	#DIV/0!
Cut-on/Cut-off Fees	40,000	32,017	80.04%
Meter Charges	54,000	41,492	76.84%
Sales, Labor & Materials	0	-157	#DIV/0!
Penalties	105,385	84,816	80.48%
Interest Earned	4,000	9,283	232.08%
Miscellaneous	500	994	198.80%
Proceeds from Financing	4,752,636	2,780,935	58.51%
Appropriated Fund Balance	<u>1,491,564</u>	<u>0</u>	0.00%
<b>Total</b>	<b>\$9,537,185</b>	<b>\$5,234,961</b>	<b>54.89%</b>

**EXPENDITURES**

Description	Budget	Expenditures To Date	% Expended
Administration and Billing	\$344,481	\$249,717	72.49%
Water Distribution	304,706	221,600	72.73%
Water Treatment Plant	584,584	377,257	64.53%
Sewage Collection	115,300	47,059	40.81%
Wastewater Treatment Plant	654,685	409,480	62.55%
Non-Departmental	<u>7,533,429</u>	<u>2,433,910</u>	<u>32.31%</u>
<b>Total</b>	<b>\$9,537,185</b>	<b>\$3,739,023</b>	<b>39.20%</b>

**CITY OF EMPORIA  
CITY COUNCIL MEETING  
April 19, 2016  
AGENDA MEMORANDUM**

**SUBJECT: FINANCIAL STATEMENT  
COLLECTIONS 2015  
COLLECTIONS 2012-2014  
COLLECTIONS 2009-2011  
DELINQUENT TAX SUMMARY-ALL YEARS  
2015 PPTRA ALLOTMENT-COMPARISON  
SALES & USE TAX COMPARISON  
MONTHLY UTILITY DEPT. COMPARISON  
CUT OFFS FOR UTILITY CUSTOMERS  
UNCOLLECTED UTILITY BILLS  
UPDATED BOOT AND SETOFF DEBT COLLECTIONS**

**W. S. HARRIS, JR., TREASURER**

# Financial Statement

March 31, 2016

## CHECKING / DAILY INVESTMENT

General Fund

Utility Fund

1,083,078.41

1,116,658.00

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## CERTIFICATES OF DEPOSIT / INVESTMENTS

FIRST COMMUNITY BANK	\$385,403.51	MMF @ .05%	NA	GF
CARTER BANK & TRUST	\$758,279.55	12 Mos @1.00%	6/30/2016	GF
CARTER BANK & TRUST	\$1,533,010.73	12 Mos @ .90%	1/11/2017	GF
CARTER BANK & TRUST	\$1,025,559.77	12 Mos @ .90%	2/3/2017	GF
CARTER BANK & TRUST	\$1,025,559.77	12 Mos @ .90%	2/3/2017	GF
CARTER BANK & TRUST	\$787,476.45	12 Mos @ .90%	2/8/2017	GF
CARTER BANK & TRUST	\$1,017,666.22	12 Mos @ .90%	2/8/2017	GF
CARTER BANK & TRUST	\$1,017,666.22	12 Mos @ .90%	2/8/2017	GF
FIRST COMMUNITY BANK	\$605,439.35	MMF @ .05%	NA	UT
CARTER BANK & TRUST	\$511,003.57	12 Mos @ 1.00%	1/11/2017	UT
CARTER BANK & TRUST	\$512,524.96	12 Mos @ .90%	2/3/2017	UT

## RECAP OF 2015 TAXES

<i>TYPE OF TAX</i>	<i>BAL. FWD.</i> (A)	<i>SUPPLEMENTS</i> (B)	<i>ABATEMENTS</i> (C)	<i>ADJUSTED LEVY</i> (Cols. A+B-C) (D)	<i>COLLECTIONS</i> <i>TO DATE</i> (E)	<i>BALANCE DUE</i> (F)
Real Estate	3,238,125.78	1,618.20	1,640.74	3,238,103.24	3,133,616.72	104,486.52
Personal Property	1,448,229.94	81,328.68	33,724.38	1,495,834.24	1,462,684.12	33,150.12
Decals	105,828.50	11,304.00	1,731.00	115,401.50	103,245.67	12,155.83
Personal Property Relief	557,849.30	45,749.16	19,576.89	583,821.57	548,277.50	35,544.07
Public Service	192,695.51	0.00	0.00	192,695.51	192,695.51	0.00
<b>TOTAL</b>	<b>5,542,529.03</b>	<b>140,000.04</b>	<b>56,673.01</b>	<b>5,625,856.06</b>	<b>5,440,519.52</b>	<b>185,336.54</b>
<a href="#">2015 Real Estate Tax Collections</a>		<a href="#">96.38%</a>	<a href="#">2015 Personal Property Tax Relief</a>		<a href="#">93.91%</a>	
<a href="#">2015 Personal Property Tax Collections</a>		<a href="#">97.78%</a>	<a href="#">2015 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

Mar-16

## RECAP OF 2014 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,115,570.28	2,882.31	7,701.25	3,110,751.34	3,074,759.73	35,991.61
Personal Property	1,296,854.59	60,820.78	30,490.29	1,327,185.08	1,316,562.33	10,622.75
Decals	106,527.00	6,275.00	2,725.21	110,076.79	105,008.53	5,068.26
Personal Property Relief	553,560.55	31,441.05	10,420.32	574,581.28	560,289.14	14,292.14
Public Service	188,396.69	0.00	0.00	188,396.69	188,396.69	0.00
<b>TOTAL</b>	<b>5,260,909.11</b>	<b>101,419.14</b>	<b>51,337.07</b>	<b>5,310,991.18</b>	<b>5,245,016.42</b>	<b>65,974.76</b>
<a href="#">2014 Real Estate Tax Collections</a>		<a href="#">98.84%</a>	<a href="#">2014 Personal Property Tax Relief</a>		<a href="#">97.51%</a>	
<a href="#">2014 Personal Property Tax Collections</a>		<a href="#">99.19%</a>	<a href="#">2014 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2013 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,098,844.15	3,059.50	4,211.40	3,097,692.25	3,085,798.28	11,893.97
Personal Property	1,269,263.24	22,706.50	25,478.79	1,266,492.95	1,257,785.46	8,707.49
Decals	106,188.00	1,982.50	2,850.87	105,319.63	100,391.98	4,927.65
Personal Property Relief	561,832.25	10,214.96	24,056.99	547,990.22	535,114.80	12,675.42
Public Service	200,213.60	0.00	0.00	200,213.60	200,213.60	0.00
<b>TOTAL</b>	<b>5,236,141.24</b>	<b>37,963.46</b>	<b>56,596.05</b>	<b>5,217,508.65</b>	<b>5,179,304.12</b>	<b>38,204.53</b>
<a href="#">2013 Real Estate Tax Collections</a>		<a href="#">99.81%</a>	<a href="#">2013 Personal Property Tax Relief</a>		<a href="#">97.69%</a>	
<a href="#">2013 Personal Property Tax Collections</a>		<a href="#">99.31%</a>	<a href="#">2013 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2012 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,019,463.59	1,020.90	3,404.63	3,017,079.86	3,012,224.71	4,855.15
Personal Property	1,224,318.90	68,794.39	33,027.62	1,260,085.47	1,253,830.45	6,255.02
Decals	104,243.00	9,600.50	4,270.00	109,573.50	104,776.51	4,796.99
Personal Property Relief	560,183.75	63,406.00	42,933.85	580,655.90	569,871.95	10,783.95
Public Service	173,064.34	0.00	0.00	173,064.34	173,064.34	0.00
<b>TOTAL</b>	<b>5,081,273.58</b>	<b>142,821.79</b>	<b>83,636.30</b>	<b>5,140,459.07</b>	<b>5,113,767.96</b>	<b>26,691.11</b>
<a href="#">2012 Real Estate Tax Collections</a>		<a href="#">98.84%</a>	<a href="#">2012 Personal Property Tax Relief</a>		<a href="#">98.14%</a>	
<a href="#">2012 Personal Property Tax Collections</a>		<a href="#">99.50%</a>	<a href="#">2012 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

Mar-16

## RECAP OF 2009 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,942,633.61	3,808.18	6,400.94	2,940,040.85	2,938,900.18	1,140.67
Personal Property	1,214,926.66	219,679.72	219,483.52	1,215,122.86	1,210,984.43	4,138.43
Decals	110,991.50	7,026.00	7,526.50	110,491.00	106,569.44	3,921.56
Personal Property Relief	524,152.89	38,891.54	17,349.89	545,694.54	538,985.26	6,709.28
Public Service	121,797.85	0.00	0.00	121,797.85	121,797.85	0.00
<b>TOTAL</b>	<b>4,914,502.51</b>	<b>269,405.44</b>	<b>250,760.85</b>	<b>4,933,147.10</b>	<b>4,917,237.16</b>	<b>15,909.94</b>
<a href="#">2009 Real Estate Tax Collections</a>		<a href="#">99.98%</a>	<a href="#">2009 Personal Property Tax Relief</a>		<a href="#">98.71%</a>	
<a href="#">2009 Personal Property Tax Collection</a>		<a href="#">99.64%</a>	<a href="#">2009 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2010 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,976,993.61	0.00	3,696.75	2,973,297.06	2,971,942.33	1,354.73
Personal Property	1,141,435.34	99,940.97	57,127.23	1,184,249.08	1,177,664.35	6,584.73
Decals	107,658.50	9,563.00	5,519.15	111,702.35	108,801.21	2,901.14
Personal Property Relief	578,916.57	34,959.61	29,395.11	584,481.07	577,742.80	6,738.27
Public Service	165,731.98	0.00	8,167.59	157,564.39	157,564.39	0.00
<b>TOTAL</b>	<b>4,970,736.20</b>	<b>144,463.58</b>	<b>103,905.83</b>	<b>5,011,293.95</b>	<b>4,993,715.08</b>	<b>17,578.87</b>
<a href="#">2010 Real Estate Tax Collections</a>		<a href="#">99.95%</a>	<a href="#">2010 Personal Property Tax Relief</a>		<a href="#">98.84%</a>	
<a href="#">2010 Personal Property Tax Collections</a>		<a href="#">99.43%</a>	<a href="#">2010 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2011 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,984,406.93	0.00	3,831.30	2,980,575.63	2,978,732.32	1,843.31
Personal Property	1,244,373.63	26,690.75	33,752.52	1,237,311.86	1,233,827.14	3,484.72
Decals	111,029.00	8,475.00	6,009.93	113,494.07	109,822.21	3,671.86
Personal Property Relief	557,964.29	30,384.27	29,957.25	558,391.31	552,235.01	6,156.30
Public Service	156,479.42	0.00	0.00	156,479.42	156,479.42	0.00
<b>TOTAL</b>	<b>5,054,253.27</b>	<b>65,550.02</b>	<b>73,551.00</b>	<b>5,046,252.29</b>	<b>5,031,096.10</b>	<b>15,156.19</b>
<a href="#">2011 Real Estate Tax Collections</a>		<a href="#">99.94%</a>	<a href="#">2011 Personal Property Tax Relief</a>		<a href="#">98.90%</a>	
<a href="#">2011 Personal Property Tax Collection</a>		<a href="#">99.71%</a>	<a href="#">2011 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

**REAL ESTATE TAXES**

<i>Tax Year</i>	<i>Balance July 1</i>	<i>Supplements Added</i>	<i>Abatements</i>	<i>Bankruptcy Charge-Offs</i>	<i>Credit Card Collections</i>	<i>Collected To This Month</i>	<i>Collected This Month</i>	<i>Balance</i>
2008	\$2,970.20	\$0.00	\$0.00	\$0.00	\$0.00	\$2,091.67	\$0.00	\$878.53
2007	\$2,057.83	\$0.00	\$92.96	\$0.00	\$0.00	\$1,096.20	\$0.00	\$868.67
2006	\$1,749.32	\$0.00	\$92.96	\$0.00	\$0.00	\$679.45	\$0.00	\$976.91
2005	\$1,583.14	\$0.00	\$0.00	\$0.00	\$0.00	\$553.11	\$0.00	\$1,030.03
2004	\$978.57	\$0.00	\$0.00	\$0.00	\$0.00	\$142.76	\$0.00	\$835.81
2003	\$749.28	\$0.00	\$0.00	\$0.00	\$0.00	\$80.64	\$0.00	\$668.64
2002	\$315.84	\$0.00	\$0.00	\$0.00	\$0.00	\$80.64	\$0.00	\$235.20
1994-2001	\$791.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$791.26
<b>TOTAL</b>	<b>\$11,195.44</b>	<b>\$0.00</b>	<b>\$185.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,724.47</b>	<b>\$0.00</b>	<b>\$6,285.05</b>

**PERSONAL PROPERTY TAX**

<i>Tax Year</i>	<i>Balance July 1</i>	<i>Supplements Tx Relief</i>	<i>Abatements</i>	<i>Bankruptcy Charge-Offs</i>	<i>Credit Card Collections</i>	<i>Collected To This Month</i>	<i>Collected This Month</i>	<i>Balance</i>
2008 Net Tax	\$5,830.16	\$0.00	\$0.00	\$0.00	\$0.00	\$235.83	\$0.00	\$5,594.33
2007 Net Tax	\$3,955.82	\$0.00	\$0.00	\$0.00	\$0.00	\$74.90	\$67.24	\$3,813.68
2006 Net Tax	\$4,244.94	\$0.00	\$0.00	\$0.00	\$0.00	\$26.18	\$0.00	\$4,218.76
2002-2005	\$13,469.45	\$0.00	\$0.00	\$0.00	\$0.00	\$451.14	\$0.00	\$13,018.31
<b>TOTAL</b>	<b>\$27,500.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$788.05</b>	<b>\$67.24</b>	<b>\$26,645.08</b>

<b>Grand Total of All Delinquent</b>	<b>\$38,695.81</b>	<b>\$0.00</b>	<b>\$185.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,512.52</b>	<b>\$67.24</b>	<b>\$32,930.13</b>
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# **2015 PPTRA ALLOTMENT - COMPARISON**

**TOTAL ALLOTMENT FROM STATE - \$570,316.00**

**TOTAL PPTRA ASSESSED - 60.00%** **\$557,649.30**

**COLLECTIONS THRU PAID BILLS**

<b>Jun-15</b>	<b>\$89,054.67</b>
<b>Jul-15</b>	<b>\$176,504.32</b>
<b>Aug-15</b>	<b>\$128,544.49</b>
<b>Sep-15</b>	<b>\$32,932.97</b>
<b>Oct-15</b>	<b>\$29,330.34</b>
<b>Nov-15</b>	<b>\$20,337.76</b>
<b>Dec-15</b>	<b>\$22,207.66</b>
<b>Jan-16</b>	<b>\$12,402.56</b>
<b>Feb-16</b>	<b>\$23,982.05</b>
<b>Mar-16</b>	<b>\$12,980.68</b>

**ABATEMENTS** **-\$19,576.89**

**SUPPLEMENTS** **\$45,749.16**

**TOTAL REMAINING FROM UNPAID BILLS** **\$35,544.07**

**1st Payment** **7/31/2015** **\$145,727.85**

**2nd Payment** **8/14/2015** **\$169,836.72**

**Final Payment** **11/13/2015** **\$254,755.09**

## **Local Sales & Use Tax Collection Comparison**

### **Local Sales & Use Tax**

Month	2016 Calendar Year Collected	2017 Calendar Year Collected	2018 Calendar Year Collected	2019 Calendar Year Collected
January	\$133,745.40			
February	\$149,871.34			
March	\$121,808.39			
April				
May				
June				
July				
August				
September				
October				
November				
December				
<b>Yearly Total</b>	<b>\$405,425.13</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

## **State Sales & Use Tax Collection Comparison**

### **State Sales & Use Tax**

Month	2016 Calendar Year Collected	2017 Calendar Year Collected	2018 Calendar Year Collected	2019 Calendar Year Collected
January	\$93,087.44			
February	\$112,545.02			
March	\$78,624.88			
April				
May				
June				
July				
August				
September				
October				
November				
December				
<b>Yearly Total</b>	<b>\$284,257.34</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Monthly Comparison of  
Collected Utility Fund Revenue & Completed Service Orders  
FY 2015 - 2016

	July	August	September	October	November	December
Water	148,901.72	137,265.39	146,414.91	155,974.27	109,387.77	103,786.06
Sewer	110,291.28	116,429.63	116,136.31	125,710.42	101,982.09	97,134.50
Meter Charge	4,368.88	4,275.49	4,384.38	4,477.57	4,297.75	4,247.93
Water Taps	0.00	0.00	0.00	0.00	3,000.00	3,000.00
Sewer Taps	0.00	0.00	0.00	0.00	4,000.00	4,000.00
Sale of Materials	0.00	0.00	0.00	0.00	0.00	0.00
Penalties	8,176.75	7,685.00	8,104.23	9,104.00	7,629.71	8,219.89
Cut on/off Fees	1,650.00	2,161.00	2,340.00	1,981.00	2,280.00	1,862.00
Water Sales-Bulk Water	0.00	61.39	0.00	0.00	0.00	0.00
Sewer Services	595.75	300.21	271.50	0.00	0.00	497.45
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue For the Month</b>	<b>273,984.38</b>	<b>268,178.11</b>	<b>277,651.33</b>	<b>297,247.26</b>	<b>232,577.32</b>	<b>222,747.83</b>

	January	February	March	April	May	June	YTD Category Ttl
Water	141,101.32	152,980.43	137,934.60				1,233,746.47
Sewer	110,190.55	125,401.36	117,404.26				1,020,680.40
Meter Charge	4,386.65	4,635.04	4,518.81				39,592.50
Water Taps	0.00	0.00	0.00				6,000.00
Sewer Taps	0.00	0.00	0.00				8,000.00
Sale of Materials	0.00	0.00	0.00				0.00
Penalties	8,658.51	10,325.98	8,435.85				76,339.92
Cut on/off Fees	1,955.04	3,120.00	2,256.96				19,608.00
Water Sales-Bulk Water	0.00	0.00	0.00				61.39
Sewer Services	262.80	248.33	0.00				2,176.04
Miscellaneous	0.00	0.00	0.00				0.00
<b>Total Revenue for the Month</b>	<b>266,554.87</b>	<b>296,711.14</b>	<b>270,550.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

	July	August	September	October	November	December
<b>Service Orders</b>						
Ttl Off/On Requests	71	94	102	89	71	109
Ttl Leak Inquiries	57	87	90	57	48	57
<b>Ttl Service Orders For the Month</b>	<b>128</b>	<b>181</b>	<b>192</b>	<b>146</b>	<b>119</b>	<b>166</b>

	January	February	March	April	May	June	YTD Order Totals
<b>Service Orders</b>							
Ttl Off/On Requests	106	111	92				845
Ttl Leak Inquiries	46	74	52				568
<b>Ttl Service Orders For the Month</b>	<b>152</b>	<b>185</b>	<b>144</b>	<b>0</b>	<b>0</b>	<b>0</b>	

YTD Revenue Total All Depts. **2,406,202.72**      YTD Service Order **1,413**

**REPORT OF CUT OFFS TO UTILITY ACCOUNTS SINCE  
EXTENSION OF PAYMENTS TO NEXT MONTH**

**JULY 06    STARTED CHANGE-DID NOT CUT WATER OFF THIS MONTH**

**AUGUST            24**  
**SEPTEMBER       55**  
**OCTOBER           45**  
**NOVEMBER         27**  
**DECEMBER         77**

	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>JANUARY</b>	<b>58</b>	<b>45</b>	<b>62</b>	<b>103</b>	<b>86</b>	<b>68</b>	<b>80</b>
<b>FEBRUARY</b>	<b>32</b>	<b>63</b>	<b>56</b>	<b>44</b>	<b>30</b>	<b>45</b>	<b>68</b>
<b>MARCH</b>	<b>35</b>	<b>71</b>	<b>74</b>	<b>46</b>	<b>31</b>	<b>48</b>	<b>58</b>
<b>APRIL</b>	<b>49</b>	<b>44</b>	<b>28</b>	<b>63</b>	<b>48</b>	<b>70</b>	<b>92</b>
<b>MAY</b>	<b>63</b>	<b>71</b>	<b>56</b>	<b>86</b>	<b>83</b>	<b>43</b>	<b>64</b>
<b>JUNE</b>	<b>66</b>	<b>82</b>	<b>86</b>	<b>58</b>	<b>281</b>	<b>79</b>	<b>83</b>
<b>JULY</b>	<b>76</b>	<b>67</b>	<b>53</b>	<b>74</b>	<b>130</b>	<b>80</b>	<b>88</b>
<b>AUGUST</b>	<b>67</b>	<b>86</b>	<b>90</b>	<b>78</b>	<b>85</b>	<b>75</b>	<b>57</b>
<b>SEPTEMBER</b>	<b>75</b>	<b>94</b>	<b>49</b>	<b>66</b>	<b>83</b>	<b>63</b>	<b>0</b> started changed(180 door hangers)
<b>OCTOBER</b>	<b>93</b>	<b>43</b>	<b>72</b>	<b>86</b>	<b>66</b>	<b>68</b>	<b>16</b> (39 door hangers)
<b>NOVEMBER</b>	<b>51</b>	<b>39</b>	<b>46</b>	<b>54</b>	<b>86</b>	<b>90</b>	<b>31</b> (48 door hangers)
<b>DECEMBER</b>	<b>71</b>	<b>71</b>	<b>130</b>	<b>44</b>	<b>61</b>	<b>53</b>	<b>55</b> (149 door hangers)

	<b>2014</b>		<b>2015</b>		<b>2016</b>
<b>JANUARY</b>	<b>68</b>	(114 door hangers)	<b>JANUARY</b>	<b>69</b>	(85 door hangers) <b>January</b> 82(100 door hangers)
<b>FEBRUARY</b>	<b>27</b>	(33 door hangers)	<b>FEBRUARY</b>	<b>21</b>	(53 door hangers) <b>February</b> 61(80 door hangers)
<b>MARCH</b>	<b>42</b>	(48 door hangers)	<b>MARCH</b>	<b>40</b>	(63 door hangers) <b>March</b> 70(84 door hangers)
<b>APRIL</b>	<b>31</b>	(32 door hangers)	<b>APRIL</b>	<b>46</b>	(75 door hangers)
<b>MAY</b>	<b>36</b>	(42 door hangers)	<b>MAY</b>	<b>64</b>	(100 door hangers)
<b>JUNE</b>	<b>35</b>	(38 door hangers)	<b>JUNE</b>	<b>29</b>	(91 door hangers)
<b>JULY</b>	<b>51</b>	(56 door hangers)	<b>JULY</b>	<b>35</b>	(90 door hangers)
<b>AUGUST</b>	<b>19</b>	(63 door hangers)	<b>AUGUST</b>	<b>51</b>	(95 door hangers)
<b>SEPTEMBER</b>	<b>44</b>	(64 door hangers)	<b>SEPTEMBER</b>	<b>26</b>	(98 door hangers)
<b>OCTOBER</b>	<b>62</b>	(66 door hangers)	<b>OCTOBER</b>	<b>24</b>	(99 door hangers)
<b>NOVEMBER</b>	<b>28</b>	(84 door hangers)	<b>NOVEMBER</b>	<b>16</b>	(86 door hangers)
<b>DECEMBER</b>	<b>60</b>	(79 door hangers)	<b>DECEMBER</b>	<b>36</b>	(106 door hangers)

## UNCOLLECTED UTILITY BILLS

BEGINNING BALANCE JULY 2006	54043.62	54043.62
BALANCE ADDED AFTER 2 MONTHS EXT	31012.65	85056.27
BALANCES ADDED FOR 2009	10028.85	95085.12
COLLECTIONS 2009	-4577.96	90507.16
BALANCES ADDED FOR 2010	56074.78	146601.94
COLLECTIONS 2010	-21349.82	125252.12
BALANCES ADDED FOR 2011	43729.33	168981.45
COLLECTIONS 2011	-30063.76	138917.69
BALANCES ADDED FOR 2012	30144.85	169062.54
COLLECTIONS 2012	-26675.91	142386.43
BALANCES ADDED FOR 2013	39039.11	181425.54
COLLECTIONS 2013	-23560.98	157864.56
BALANCES ADDED FOR 2014	66977.11	224841.67
COLLECTIONS FOR 2014	-29925.79	194915.88
BALANCES ADDED FOR 2015	80419.98	275335.86
COLLECTIONS 2015	-61305.55	214030.31
BALANCES ADDED FOR JAN 2016	16765.59	230795.90
COLLECTIONS FOR JAN 2016	-6649.76	224146.14
BALANCES ADDED FOR FEB 2016	4830.87	228977.01
COLLECTIONS FOR FEB 2016	-5773.41	223203.60
BALANCES ADDED FOR MARCH 2016	2624.94	220578.66
COLLECTIONS FOR MARCH 2016	-5650.73	214927.93

## **BOOT COLLECTIONS**

**STARTING DATE 01/25/2012**

**GOOD THRU 03/31/2016**

**AMOUNT COLLECTED FOR CITY \$121,916.73**

**RE TAX \$53,938.40**

**PP TAX \$54,255.09**

**UTILITY \$7,547.77**

**OTHER (DEMO/WEED) \$6,175.47**

**AMOUNT COLLECTED FOR VAC \$53,479.67**

**TOTAL \$175,396.40**

## **SET-OFF DEBT COLLECTIONS**

**MONEY COLLECTED ON VIRGINIA STATE TAX REFUNDS**

**January-February-March 2016**

**P P TAX \$16,220.46**

**R E TAX \$662.56**

**UTILITY BILLS \$7,082.38**

# City of Emporia



Commissioner of the Revenue

P. O. Box 956

Emporia, Virginia 23847

TELEPHONE (434) 634-5405

JOYCE E. PRINCE  
COMMISSIONER

LISA D. COUNCIL  
DEPUTY COMMISSIONER

April 7, 2016

The Honorable Mayor  
City Council Members  
City Manager

Dear Members of Council:

During the month of March a total of \$72,435.84 was processed for City Business Licenses.

Transient tax totaled \$89,348.50 for the month of February and processed during March.

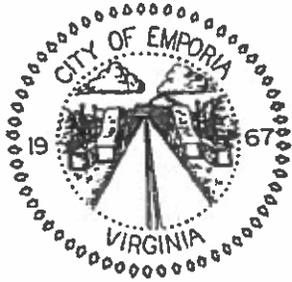
Meal tax processed during the month of February totaled \$146,450.56.

The usual comparison of meal and transient tax processed during March to the same time period last year is as follows:

	<u>February 2015</u>	<u>February 2016</u>
Meal Tax	\$127,821.97	\$146,450.56
Transient Tax	\$ 84,801.90	\$ 89,348.50

Respectfully,

Joyce E. Prince



**CITY OF EMPORIA**

DEPARTMENT OF INSPECTIONS

**March 2016  
Code Enforcement Monthly Report**

**Notices Issued**

**Resolved**

**Inoperable Vehicles - 4**

**5 - By Owner**

**Weeds / Grass - 15**

**1- By Owner**

**Property Maintenance - 1**

**0- By Owner**

**Zoning - 0**

**0- By Owner**

**Cases Turned Over To City Attorney – 0**

**Total Notices Issued – 20**

**Invoiced Notices- 0**

**Weeds / Grass – 0**

**Inoperable Vehicle- 0**

**Demolition- 0**

**Total- Weeds / Grass- 0**

**Inoperable Vehicles- 0**

**Demolition- 0**

**Weeds & Grass- 0**

**Inoperable Vehicle- 0**

**Demolition- 0**

**Total- 0**

Signature :

A handwritten signature in black ink, appearing to be "M. Smith", written over a horizontal line.

Supervisor :

A handwritten signature in black ink, appearing to be "D. Smith", written over a horizontal line.

**Emporia Police Department Statistics  
Arrests by Race**

**March 2016**

	<b>Black</b>	<b>%</b>	<b>White</b>	<b>%</b>	<b>Other</b>	<b>%</b>
<b>Criminal Arrests</b>	<b>46</b>	<b>90%</b>	<b>5</b>	<b>10%</b>	<b>0</b>	<b>0%</b>
<b>Selective Tickets</b>	<b>430</b>	<b>37%</b>	<b>603</b>	<b>51%</b>	<b>138</b>	<b>12%</b>
<b>Regular Tickets</b>	<b>38</b>	<b>78%</b>	<b>9</b>	<b>18%</b>	<b>2</b>	<b>4%</b>

IBR Offense Counts 3/1/2016-3/31/2016 Emporia Police Department

1	11D-Forcible Fondling
1	13A-Aggravated Assault
19	13B-Simple Assault
1	13C-Intimidation
2	220-Burglary/Breaking & Entering
2	23C-Shoplifting
3	23D-Theft From Building
1	23F-Theft From Motor Vehicle
1	23G-Theft of Motor Vehicle Parts or Accessories
3	23H-All Other Larceny
3	250-Counterfeiting/Forgery
1	26A-False Pretenses/Swindle/Confidence Game
2	26B-Credit Card/Automatic Teller Machine Fraud
2	270-Embezzlement
1	280-Stolen Property Offenses
8	290-Destruction/Damage/Vandalism of Property
12	35A-Drug/Narcotic Violations
1	520-Weapon Law Violations
2	90C-Disorderly Conduct
3	90D-Driving Under the Influence
4	90E-Drunkenness
6	90F-Family Offenses, Nonviolent
5	90J-Trespass of Real Property
28	90Z-All Other Offenses
	28           Unclassified 90Z

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112	Total Offenses Reported
108	Total Incidents Reported

# **Criminal Arrestees**

**March 2016**

Resident – 36

Non-resident - 15

**CONSENT SEARCHES**

<b>DATE</b>	<b>RACE</b>	<b>REASON</b>	<b>RESULTS</b>	<b>ARREST</b>
3/2/16	b/f	Search for Wanted Person	Marijuana	yes
3/10/16	w/m	Traffic Stop/speeding	Marijuana	yes

**Noise Complaints  
March 2016**

**Loud Music/Noise from Building – 3      no summons**

**Loud Music from Vehicle – 5      no summons**

## **Schools**

**March 2016**

C. Clary, D. Jarratt, and T. Temple attended Supervisor Level 1 at Crater March 1-4.

S. Allen attended Crisis Negotiations at Crater March 9.

# Emporia Animal Control Monthly Report

March 2016

Dogs

On Hand	<u>8</u>
Stray	<u>21</u>
Seized	<u>0</u>
Bite Cases	<u>0</u>
Surrendered by Owner	<u>4</u>
Transferred In	<u>0</u>
Born in Facility	<u>0</u>
DOA	<u>1</u>
Claimed by Owner	<u>5</u>
Adopted	<u>10</u>
Transferred Out	<u>15</u>
Died in Facility	<u>0</u>
Euthanized	<u>1</u>
Remain	<u>1</u>
<u>Wildlife</u>	
Wild or Fowl	<u>1</u>
DOA	<u>1</u>
Relocate	<u>0</u>
On-Hand	<u>0</u>
Euthanize	<u>0</u>

Cats

On Hand	<u>1</u>
Stray	<u>2</u>
Seized	<u>0</u>
Bite Cases	<u>0</u>
Surrendered by Owner	<u>0</u>
Transferred In	<u>0</u>
Born in Facility	<u>0</u>
DOA	<u>0</u>
Claimed by Owner	<u>1</u>
Adopted	<u>1</u>
Transferred Out	<u>0</u>
Died in Facility	<u>0</u>
Euthanized	<u>1</u>
Remain	<u>0</u>
<u>General</u>	
Calls Answered	<u>165</u>
Hours	<u>          </u>
Mileage	<u>          </u>
Verbal Warning	<u>2</u>
Summons Issued	<u>0</u>
Court Cases	<u>0</u>

Remarks \_\_\_\_\_

Prepared by: Jessy J. Allen SENIOR ACO



# City of Emporia Sheriff's Office



201 South Main Street  
P. O. Box 511  
Emporia, VA 23847  
Phone: (434) 634-4671



From the Office of:

**Sheriff Sam C. Brown**

April 8, 2016

The Honorable Mayor  
City Manager  
Honorable Members of City Council

Dear Members of City Council:

The Emporia Sheriff's Office spent approximately 156 hours in General District and Juvenile & Domestic Relations Court in **March 2016**. We served a total of **268** civil papers. These are broken down as follows:

<i>Capias</i>	1
<i>Detention Order</i>	1
<i>Debt</i>	17
<i>Detinue</i>	3
<i>Garnishment</i>	11
<i>Interrogatories</i>	3
<i>Motion of Judgement</i>	1
<i>Motion to Rehear</i>	1
<i>Misdemeanor Warrant</i>	15
<i>Notice of Lien</i>	4
<i>Notice</i>	4
<i>Protective Order</i>	3
<i>Subpoena Duces Tecum</i>	8
<i>Show Cause</i>	21
<i>Support Order</i>	2
<i>Summons</i>	156
<i>Transportation</i>	5
<i>Unlawful Detainer</i>	3
<i>Writ of Possession</i>	6
<i>Writ of Possession and Fi Fa</i>	3

We collected \$0 Sheriff Fees for the month of **March 2016**. We had **5 transports** for the month.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Brown".

Sam C. Brown, Sheriff  
City of Emporia

## Data Inventory by FDID

Report Period: From 03/01/2016 to 03/31/2016

FDID: 59500

FD Name: Emporia Fire Dept.

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	29	26	3	0	0	29	29
Number Of Fires	0	5	4	1	0	0	0	5
Number Of Structure Fires	0	1	0	1	0	0	1	1
Number Of Civilian Casualties	0	0	0	0	0	0	0	0
Number Of Fire Serv Cas	0	0	0	0	0	0	0	0
Number Of EMS Incidents	0	8	8	0	0	0	8	8
Number Of HazMat Incidents	0	0	0	0	0	0	0	0
Number Of Wildland Incidents	0	0	0	0	0	0	0	0
Number Of Arson Incidents	0	0	0	0	0	0	0	0
Number Of Apparatus Records	0	0	0	0	0	0	0	0
Number Of Personnel Records	0	0	0	0	0	0	0	0

Numbers in the above grid (with the exception of Number of incidents) reflect counts of the data modules attached to the incidents selected for the report.

Exposure Incidents	0	0	0	0	0	0	0	0
Mutual Aid Given Incidents	0	4	3	1	0	0	4	4

## Data Inventory by FDID

Report Period: From 03/01/2016 to 03/31/2016

### REPORT GROUP TOTALS:

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	29	26	3	0	0	29	29
Number Of Fires	0	5	4	1	0	0	0	5
Number Of Structure Fires	0	1	0	1	0	0	1	1
Number Of Civilian Casualties	0	0	0	0	0	0	0	0
Number Of Fire Serv Cas	0	0	0	0	0	0	0	0
Number Of EMS Incidents	0	8	8	0	0	0	8	8
Number Of HazMat Incidents	0	0	0	0	0	0	0	0
Number Of Wildland Incidents	0	0	0	0	0	0	0	0
Number Of Arson Incidents	0	0	0	0	0	0	0	0
Number Of Apparatus Records	0	0	0	0	0	0	0	0
Number Of Personnel Records	0	0	0	0	0	0	0	0

Numbers in the above grid (with the exception of Number of incidents) reflect counts of the data modules attached to the incidents selected for the report.

Exposure Incidents	0	0	0	0	0	0	0	0
Mutual Aid Given Incidents	0	4	3	1	0	0	4	4



# CITY OF EMPORIA

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## Memorandum

April 15, 2016

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Proposed FY17 General and Utility Fund Budgets

### General Fund Budget

After reviewing and discussing the proposed budget over three work sessions, your FY17 General Fund budget totals \$23,278,386. My recommended budget stands at \$23,450,860. Departmental requests total \$23,617,688. There are no tax increases included in your proposed budget.

The proposed budget supports goals and priorities identified in your adopted Strategic Plan and the City's 2015-2035 Comprehensive Plan, as well as, adheres to the City's adopted Financial Policy Guidelines.

The primary impacts to the proposed FY17 operating budget include the following:

- \$117,389 decrease in real estate tax revenue due to a decline in assessments.
- \$247,760 increase in debt service attributed to improvements to/replacement of City Hall and Police Department.
- \$272,733 decrease in the City's share of joint level funding for the Greensville County Public School System. The City's decrease in funding is attributed to the recalculation of the Local Composite Index. The School Board requested a joint funding increase of \$207,502 over the approved FY16 budget.
- \$126,820 payment to the State due to the reversion of fines and forfeitures. This is an increase of \$31,705 over FY16.
- \$84,088 to implement Classification and Compensation Study recommendations effective January 8, 2017 (includes City Manager and City Clerk).
- \$44,532 increase in salaries for a 2% COLA increase effective January 8, 2017 (includes City Manager and City Clerk).

Capital Expenditures included in the proposed FY17 budget are as follows:

- Replacement of 2 Police Cruisers (\$76,000) – PD – Financed for 3 years
- Replacement of a Sports Utility Vehicle (\$27,000) – ES – Financed for 5 years
- Construction of the new Animal Shelter (\$220,000 – remaining bond proceeds) – Facilities – Financed for 20 years
- Improvements to/Replacement of City Hall and Police Department (\$5,100,000) – Facilities – Financed for 40 years
- Street Paving (\$200,000) – PW – Cash/Current Revenues
- Pavement Markings (\$30,000) – PW – Cash/Current Revenues
- Halifax Street Bridge Replacement (\$147,347 – City’s match) – PW – Cash/Fund Balance
- Stormwater Improvements (\$30,000) – PW – Cash/Current Revenues
- Purchase of Dumpsters (\$25,000) – PW – Cash/Current Revenues
- Replacement of Sheriff’s Office Vehicle (\$26,000) – SO – Financed for 5 years
- Demolition and Removal (\$35,000) – DS – Cash/Current Revenues
- South Main Street Phase II Design (\$75,000) – DS – Cash/Fund Balance
- Replacement of a Pickup Truck (\$23,000) – DS – Financed for 5 years

Personnel related items included in the proposed FY17 budget are as follows:

- Implementation of Classification and Compensation Study recommendations
- COLA increase
- Addition of 1 Dispatcher position – PD
- Elimination of 1 vacant Maintenance Technician position – PW
- Addition of 3 temporary workers for 6 months - PW
  - Will assist with Grounds Maintenance functions – grass, weeds, landscaping

## **Utility Fund Budget**

Your FY17 Utility Fund budget totals \$3,345,900. My recommended budget stands at \$3,499,650. Departmental requests total \$3,690,964. There are no water and sewer rate increases included in your proposed budget.

The primary impacts to the proposed FY17 operating budget include the following:

- \$16,555 to implement Classification and Compensation Study recommendations effective January 8, 2017.
- \$10,322 increase in salaries for a 2% COLA increase effective January 8, 2017.

Capital Expenditures included in the proposed FY17 budget are as follows:

- Purchase of a Forklift (\$26,000) - WTP – Financed for 7 years
- Replacement of a Tractor & Mower (\$30,000) - WWTP – Financed for 7 years

## **Recommendation**

The proposed budgets will be on your May 3, 2016 agenda for formal consideration. No formal action is needed at tonight's meeting.

## **Attachments**

Changes to City Manager's Proposed FY17 General and Utility Fund Budgets  
Strategic Goals and Priorities  
Comprehensive Plan Priorities

**Proposed changes to the FY 17 budget:  
Version with State taking Fines and Fees**

**General Fund**

**Revenues**

Page 4	Revenues - Proceeds from Capital Leases line	\$2,000
Page 4	Revenues - Appropriated Fund Balance line	(\$50,000)
Page 4	Revenues - Transfer in from Utility Fund line	<u>(\$124,474)</u>
		(\$172,474)

**Expenditures**

Page 8	City Manager - Decrease EDP Equipment line	(\$1,400)
Page 21	Facilities Management - Add Temporary Help Service Fees line	\$11,213
Page 25	Emporia Sheriff - Increase Motor Vehicles and Equipment line	\$26,000
Page 27	Street Maintenance - Increase Repairs and Maintenance line	\$328
Page 29	Sanitation - Decrease Machinery and Equipment line	(\$7,000)
Page 30	Grounds Maintenance - Decrease Temporary Help Service Fees line	(\$11,213)
Page 31	Fleet Maintenance - Decrease Motor Vehicles and Equipment line	(\$24,000)
Page 33	Education - Decrease Greenville County Public Schools - Local Funding line	(\$32,740)
Page 36	Development Services - Decrease Quiet Zone Crossing Study line	(\$50,000)
Page 42	Non-Departmental - Increase 2016 Lease Purchase Agreement - Vehicles line	\$426
Page 42	Non-Departmental - Decrease Implementation of Compensation Study line (same as COLA)	<u>(\$84,088)</u>
		(\$172,474)

**Utility Fund**

**Revenues**

Page 43	Revenues - Decrease Water Sales line	(\$83,500)
Page 43	Revenues - Decrease Sewer Service line	<u>(\$70,250)</u>
		(\$153,750)

**Expenditures**

Page 44	Administration and Billing - Decrease Transfer to General Fund - Indirect Cost line	(\$124,474)
Page 47	Water Distribution - Increase Repairs and Maintenance line	\$78
Page 51	Sewage Collection - Decrease Machinery & Equipment line	(\$51,800)
Page 52	Non-Departmental - Increase Operating Reserve line	\$39,000
Page 52	Non-Departmental - Decrease Implementation of Compensation Study line (same as COLA)	<u>(\$16,554)</u>
		(\$153,750)



# **EMPORIA CITY COUNCIL STRATEGIC GOALS**

Created April 11-12, 2014  
Adopted May 6, 2014

## **Economic Development**

Pursue economic development opportunities through collaboration and partnerships to increase and improve employment for our citizens.

## **Education**

Support a culture of educational achievement and lifelong learning in order to develop and sustain a productive workforce ready for 21<sup>st</sup> century employers.

## **Cultural and Recreational Opportunities**

Develop cultural facilities while supporting our existing recreational providers

## **City Appeal**

Vitalize the overall appearance of the City to create an atmosphere that is attractive and appealing to citizens, businesses, and visitors

# EMPORIA CITY COUNCIL 3-YEAR PRIORITIES

## Economic Development

Pursue economic development opportunities through collaboration and partnerships to increase and improve employment for our citizens.

1	Identify properties in Emporia that we can develop or enhance to be attractive for potential business and purchase land for future development as appropriate
2	Implement a business recruitment initiative/marketing process that includes written/electronic materials <ul style="list-style-type: none"> <li>• Ensure that we know what we are marketing</li> <li>• Consider whether a slogan/brand would be helpful to us</li> <li>• Individualize our marketing strategy as part of the comprehensive regional marketing/ strategic effort</li> <li>• Consider whether we should contract with a firm to do a retail recruitment study</li> </ul>
3	Increase Emporia's leadership presence in the collaborative efforts and partnerships in which we are involved (i.e. seek leadership positions, ensure regular attendance)
4	Identify and increase relationships with key players in state/related agencies in order to enhance our economic development presence, including crossing administrations (i.e. Rolls Royce, CCAM, VEDP, Port of Virginia, etc.)
5	Develop and implement a strategy to communicate our economic development successes
6	Continue our strategy to retain our existing businesses

## Education

Support a culture of educational achievement and lifelong learning in order to develop and sustain a productive workforce ready for 21<sup>st</sup> century employers.

7	Develop a strategy to meet regularly with school leaders in order to identify and address educational issues, needs, and solutions and to work together in partnership to further educational achievement  Potential discussion areas/needs: <ul style="list-style-type: none"> <li>• Identify ways in which we need to be supportive at the State level</li> <li>• Need for a coordinator to enhance parental involvement in the schools</li> <li>• Develop a work ethics curriculum to be implemented at the 9<sup>th</sup> grade level</li> <li>• Guidance counselors should track each 8<sup>th</sup> grader throughout high school</li> <li>• Track GPAs to ensure college readiness</li> <li>• CCAM integration with the schools</li> </ul>
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8	Develop a strategy by which appointed School Board Members provide the City Council with information regarding educational policies and progress on a regular basis
9	Support efforts of the Virginia Growth Alliance to enhance career/technical education opportunities through regional partnerships

### Cultural and Recreational Opportunities

Develop cultural facilities while supporting our existing recreational providers

10	Support our existing recreational facilities (CYC, YMCA, EGRA, Boys and Girls Club)
11	<p>Establish a leadership/partnership role in developing the Civic Center as a cultural venue with multi-use potential for the City</p> <ul style="list-style-type: none"> <li>• Develop attraction to bring people downtown consistent with plan to create “hub”</li> <li>• Need to “drive the train” and realize we may have to spend money to make money</li> </ul>

### City Appeal

Vitalize the overall appearance of the City to create an atmosphere that is attractive and appealing to citizens, businesses, and visitors

12	<p>Continue to address blighted areas in the City through redevelopment including:</p> <ul style="list-style-type: none"> <li>• West Atlantic</li> <li>• Belfield/Downtown project</li> <li>• South Main Street enhancement project</li> </ul>
13	Continue to actively enforce property maintenance codes

# EMPORIA CITY COUNCIL ROLES

What are the appropriate roles for the Council, City Manager and Mayor?  
 Are there any roles that would enhance our progress on Strategic Goals and Priorities?

Council	City Manager	Mayor
<ul style="list-style-type: none"> <li>• Policy</li> <li>• Doing what is right for the community</li> <li>• Communication with each other, with the community, and all concerned</li> <li>• Listening</li> <li>• Provide leadership for the City</li> <li>• Accentuate the positive more than the negative</li> <li>• Be the voice of the citizens</li> <li>• Be positive even if treated negatively</li> <li>• Be an advocate for fiscal appropriateness</li> <li>• Be proactive (i.e. burning issues)</li> <li>• Looking for right business in an entrepreneurial way</li> </ul>	<ul style="list-style-type: none"> <li>• Operations</li> <li>• Communication with the Council</li> <li>• Communication with staff</li> <li>• Leadership skills</li> <li>• Initiative - coming up with ideas to enhance the City and its growth</li> <li>• Keeping abreast of new opportunities for the City such as grants; read a lot and inform the Council</li> <li>• Hiring/firing</li> <li>• Looking for right business in an entrepreneurial way</li> </ul>	<ul style="list-style-type: none"> <li>• Be a figurehead to represent the City</li> <li>• Chief ceremonial officer</li> <li>• Tie-breaker</li> <li>• Run the Council meetings effectively and positively and in a timely way</li> <li>• Looking for right business in an entrepreneurial way</li> </ul>

**2015-2035**



**CITY OF EMPORIA, VA  
COMPREHENSIVE PLAN**

2. As determined on a case-by-case basis and evolving from recommendations contained in the Comprehensive Plan and the Economic and Community Development Plan, there may be a need for special studies, such as a detailed housing assessment, an economic development study or long-range planning of utility and community facilities. If undertaken, such special studies should be used to expand on plan generalities and be treated as amendments to the adopted Comprehensive Plan.
3. The review and administration of housing, building, zoning, and subdivision regulations and development proposals which affect provisions of the Comprehensive Plan.
4. Assistance in determining the most appropriate State and Federal assistance programs through which Emporia may participate to aid in implementing proposed community improvements.

## **PUBLIC EDUCATION AND COMMUNITY INVOLVEMENT**

The City of Emporia should seek to continually develop public awareness of local planning efforts and issues. The overall intent should be to solicit citizen participation in making planning decisions and to promote public support for existing and future community improvement efforts.

In addition, Planning Commission members should be encouraged to attend Planning Commissioner Institute training sessions offered periodically throughout the year by the Virginia Department of

Housing and Community Development (VDHCD). Educational materials are also available from VDHCD which should be distributed to the Planning Commissioners. The Citizens Planning Education Association of Virginia, Inc. (CPEAV) also holds regularly scheduled workshops and conferences specifically for those serving on a Planning Commission.

### **PRIORITY ITEMS**

The Comprehensive Plan is a document that defines how the City would like to develop and at the same time preserve its unique character over the next two decades. In order to do so, the goals and objectives mentioned in the previous section need to be completed in a timely manner. The action items listed below should be considered the City's highest priorities over the next five years within the context of the Comprehensive Plan. They are not to be considered as an exhaustive list of actions for implementation over the twenty year horizon.

#### **A. Land Use and Environment**

- Revise the Zoning District Map to reflect the Future Land Use Map
- Revise the zoning code to ensure compatibility with the vision outlined in the comprehensive plan
- Continue to participate in and seek regional collaborations with bordering localities for projects such as recreational trails.
- Create and enforce ordinances assisting in the

beautification of major City thoroughfares

#### **B. Community Facilities**

- Develop plans for the maintenance and creation of park sites, with particular focus on pocket and neighborhood parks
- Maintain and enhance parks and trails running along the Meherrin River in terms of landscaping and asphaltting
- Explore options for renovating the vacant elementary school on South Main Street.
- Support existing recreational providers as they provide amenities for youth and adults.
- Provide for the general maintenance and replacement of municipal vehicle fleets, equipment, and buildings

#### **C. Transportation**

- Continue to apply for funding through VDOT to be used towards transportation enhancements and transportation alternatives.
- Utilize beautification techniques for all City entrance and exit corridors to give visitors and residents alike a lasting impression of Emporia
- Implement, where feasible, those transportation

improvements set forth by VDOT's Six-Year Improvement Program and the most current Rural Transportation Plan.

- Promote a pedestrian-oriented environment throughout the City including the creation and improvement of sidewalks.

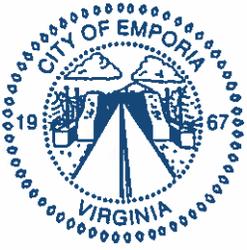
#### **D. Housing and Neighborhoods**

- Partner with the Emporia Redevelopment and Housing Authority (ERHA) in seeking funding sources for the improvement of those neighborhoods most in need of rehabilitation and revitalization
- Revise the subdivision ordinance to ensure development of quality residential areas
- Improve those neighborhoods with drainage and flooding problems
- Promote cross departmental collaboration to enhance quality of life with particular focus on code enforcement, crime deterrence, and aesthetic appearance

#### **E. Economic Development**

- Develop an industrial and commercial development strategy with particular focus on acquisition of new parcels for development

- Continue working with MAMaC, the Regional Industrial Facilities Authority and Greenville County on the development of a mega-site and other large scale industrial sites
- Continue to incentivize downtown and commercial redevelopment through federal, state, and local funding programs.
- Continue to collaborate with various local organizations and state agencies in promoting tourism, small business entrepreneurship, and workforce development activities



# **CITY OF EMPORIA**

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## **Memorandum**

April 15, 2016

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Recreation Advisory Commission – Term Expirations  
**ITEM #:** 16-16

At your March 15, 2016 meeting you reappointed the following individuals to the Recreation Advisory Commission (RAC):

- Council Member Deborah Lynch
- Council Member Carol Mercer
- Clifton Threat
- Edward V. Lankford, IV

Council Member White has indicated she does not wish to be considered for reappointment.

### **Recommendation**

According to the City Clerk's records, the last time the RAC met was on September 15, 2004. Given the fact the RAC has not met in over 11 years, I recommend you dissolve this commission.

### **Attachment**

RAC Meeting Memo – September 2004



# CITY OF EMPORIA

*Office of the Clerk*

## MEMORANDUM

**TO:** Emporia Recreation Advisory Commission  
**FROM:** Andrea S. Hines, CMC, City Clerk *Andrea*  
**RE:** Recreation Advisory Meeting  
**DATE:** September 3, 2004

A meeting of the Emporia Recreation Advisory Commission has been scheduled for Thursday, September 9, 2004 at 6:00 P.M. in the City of Emporia Municipal Building Conference Room.

Please mark your calendar and plan to attend this important meeting! If you have any questions regarding this matter, please feel free to contact me at 434-634-7309.

*Rescheduled for Sept 15, 2004 @ 5:30 p.m.*



# CITY OF EMPORIA

## Memorandum

April 15, 2016

**TO:** The Honorable Mayor and City Council

**FROM:** Brian S. Thrower, City Manager *BST*

**SUBJECT:** Rezoning Request – 6 Doctors Drive

**ITEM #:** 16-18

Dr. Michael Anderson is seeking to rezone the property located at 6 Doctors Drive to C-1 Commercial District in order to allow for the construction and operation of a pharmacy business in front of the existing medical office building (Emporia Medical Associates). According to the applicant, the pharmacy will be approximately 2,500 square feet and will have a drive through. The pharmacy will also primarily sell smaller over the counter medical supplies. The property is identified as tax map parcel number 122-8-0-A and is zoned R-3 Residential District. The property abuts and is adjacent to parcels that are zoned both residential (R-3) and commercial (C-1).

The subject property is currently zoned R-3 Residential District. According to Section 90-73 (a) of the City's Zoning Code "R-3 districts shall be composed of certain medium to high concentrations of residential uses ordinarily located between residential and commercial areas, plus certain open areas where similar development appears likely to occur. The regulations for this R-3 district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage, insofar as compatible with the intensity of land use, a suitable environment for family life composed of an adult population with children, and to permit certain professional uses of a character unlikely to develop general concentration of traffic and crowds of customers. To these ends, retail activity shall be limited and this district shall be protected against encroachment of commercial or industrial uses. All residential types of structures for both permanent and transient occupancy are permitted. This R-3 residential district is not completely residential as it includes public and semipublic and other related uses. However, it is basically residential in character and, as such, shall not be spotted with commercial and industrial uses."

As stated above, Dr. Anderson is seeking to rezone this property to C-1 Commercial District. Per Section 90-76 (a) of the City's Zoning Code "C-1 commercial districts shall be for the conduct of retail and general commercial business establishments to which the public requires direct and frequent access and is characterized by constant heavy traffic and by noises of congestion. This C-1 commercial district includes such uses as retail stores, banks, offices, restaurants and taverns located in the central area of the city."

According to the City's 2015-2035 Comprehensive Plan, this property and the properties in the immediate area on the same side of Weaver Avenue are designated as "High Density Residential" on the Future Land Use Map (FLUM). The properties in the immediate area directly across the street are designated as "Retail/Service Commercial" on the FLUM.

The Comprehensive Plan describes "High Density Residential" as "areas set aside for high-density residential uses, including apartment buildings, assisted-living facilities (elderly/nursing homes) and other large-scale forms of group housing or multi-family development... In an effort to keep these areas active, vacant and underutilized dwellings should be conditionally considered for conversion to other uses such as small offices, group homes, and similar mixed use development. However, potential impacts on the surrounding neighborhood should be carefully considered before such conversions are approved."

The Comprehensive Plan states the purpose of the "Retail/Service Commercial" category "is to provide for an appropriate dynamic variety of uses adjacent to the downtown for commercial, financial, professional, governmental, and cultural activities. This category is intended to promote an attractive, convenient, and relatively compact arrangement of auto-oriented uses and that retain a pedestrian orientation. Signage and outdoor storage should be adequately controlled to promote an attractive and stable urban environment."

Per Section 15.2-2223 of State Code, the overall purpose of a locality's comprehensive plan is to guide and accomplish a "coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants..."

### **Recommendation**

Section 15.2-2284 of State Code lists the relevant factors to consider in rezoning applications. Every proposed rezoning should be accompanied by an analysis of how the amendment will satisfy one or more of these factors. A locality is not required to consider all nine factors in each zoning decision.

The most pertinent factors applicable to this request involve the Comprehensive Plan and the existing use and character of the property. In terms of the Comprehensive Plan FLUM, this parcel is designated as "High Density Residential." The "High Density Residential" use designation aims to blend high density residential uses with small office operations. The parcels directly across the street are designated as "Retail/Service Commercial." This designation aims to promote slightly more intense commercial land uses while maintaining a compact and pedestrian oriented environment. These designations complement each other in this particular area of the City and support the justification to rezone the parcel to C-1 Commercial District.

In terms of the existing use and character of the property, a medical office building (Emporia Medical Associates) is currently located on the subject parcel. Medical offices are allowed by-right in R-3, C-1, and C-2 Districts. Furthermore, the YMCA property abuts the subject parcel on the left and is zoned C-1. A medical office building (LeGrow) is also located directly across the street from the property. As such, the existing use and character of the property, as well as the existing surrounding uses further support the rezoning request.

Given the reasons outlined above, I recommend this rezoning request be approved and the property be rezoned to C-1 Commercial District. The Planning Commission also recommended (8 to 0) you rezone this property to C-1 Commercial District at its April 12, 2016 meeting.

### **Attachments**

Application

Zoning and Aerial Maps

Tax Map Sheet 122-8-0-A

Photo of Property

City Zoning Code Section 90-73 R-3 Residential District

City Zoning Code Section 90-76 C-1 Commercial District

Comprehensive Plan Future Land Use Map

Comprehensive Plan High-Density Residential Use Designation Description

Comprehensive Plan Retail/Service Commercial Use Designation Description

State Code Section 15.2-2284 – Rezoning Considerations



City of Emporia  
 Community Development and Planning  
 201 South Main Street  
 Emporia, Virginia 23847  
 (434) 634-3332 (434) 634-0003 (F)

Permit Number 16-000011  
 Date 4/1/2016  
 Tax Map # 122-8-0-A  
 Zoning District R3  
 Enterprise Zone Yes  No

**LAND USE AMENDMENT APPLICATION**  
*Information must be typed or printed and completed in full.*  
*Attach additional pages where necessary.*

**Land Use Information:**

- Application Type:  Variance  Rezoning  Conditional Use Permit  
 Special Exception  Amendment  Appeal  
 Telecommunications  Tower  Co-location on existing tower

Description of Request:

Rezoning lot from R-3 to C-1 to allow for construction of additional structure for the operation of pharmacy business in front of existing medical practice.

Proposed Acreage: 2

**Applicant/Agent Information:**

Is the applicant:  Property Owner (If property owner skip to next section)  Contract Purchaser  Other: \_\_\_\_\_

Agent(s): \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

If you are the agent for the property owner, do you have consent of the owner attached?  Yes  No

**Property Owner Information:**

Property Owner (s): BELFIELD BUILDING ASSOC

Phone # 434-634-1316

Address: 6 DOCTORS DRIVE  
EMPORIA, VA 23847

Property owners mailing address (If this is different from that listed in the Assessor's Office)

\_\_\_\_\_  
 \_\_\_\_\_

**Subject Parcel Information**

Location of Property: 122-8-0-A

Street Address : 6 DOCTORS DRIVE  
EMPORIA, VA 23847

General Description of Property:  
**1 2-ACRE LOT ON WEAVER AVENUE LOCATED BETWEEN EMPORIA MANOR AND THE YMCA**

Current Zoning (circle one)

R-1  R-2  R-3  C-1  C-2  I-1  I-2  DT  Other \_\_\_\_\_

Proposed Zoning (for rezoning request)

R-1  R-2  R-3  C-1  C-2  I-1  I-2  DT  Other \_\_\_\_\_

Existing Use(s) of Property

A. Explain fully the proposed use, type of development, operation program, reason for this request, etc.:  
**PLAN TO CONSTRUCT BUILDING AND LEASE FOR USE OF INDEPENDENT PHARMACY**

B. Section(s) of the City Code that pertain to this request

C. State how this request will not be materially detrimental to adjacent property, the surrounding neighborhood or City in general. Include where applicable; information concerning use of public utilities/services, relationship to the comprehensive plan effect of request on public schools, traffic impact, means of access to nearest public road, existing and future area development, etc.  
**CONSISTENT AND CONFORMING WITH OTHER NEARBY MEDICAL FACILITIES**

D. Has any previous application for a land use amendment been filed in connection with these parcels? List case numbers and explain any existing use permit, special exception, conditional use or variance previously granted on the parcels in question. If this application is to amend an existing special use

permit, special exception, or other applicable amendment, please explain the request (proposed change in structure(s) including all signs).

**E. Proffers and Conditions**

List any conditions or proffers currently associated with this property.

If the applicant proffers any conditions (§ 15.2-2297 of the Code of Virginia), they must:

- 1) Have a reasonable relationship to the rezoning
- 2) Not include a cash contribution to the City of Emporia
- 3) Not include mandatory dedication of property
- 4) Not include payment for construction of off-site improvements

Proffers may be amended in writing prior the Planning Commission public hearing.

If this is an application for a conditional zoning, the following conditions are voluntarily proffered:

**F. Please list any and all restrictive covenants, deed restrictions and other special considerations:**

**G. If required by the Zoning Administrator, attach a site plan / plot plan / survey plat / building dimensions / densities showing the location(s) of existing and proposed structures to be erected and applicable setback lines and distances including all zoning district requirements.**

**Notes:**

- (1) Special use permits shall be for an indefinite period of time unless the Planning Commission imposes a condition specifying a shorter duration. Such permits shall run with the land unless the City of Emporia imposes a more restrictive condition with regard to the succession to rights in such a permit.
- (2) The City of Emporia may include, as part of the ordinance granting any conditional use permit, suitable regulations and safeguards as it may deem appropriate. Once a special use permit is approved subject to such conditions, they shall be deemed to be a part of the zoning ordinance and may be enforced by the zoning administrator. Conditions attached to a special use permit may only be amended or deleted by subsequent application for the purpose.
- (3) This application for a conditional special use permit must be accompanied by two (2) copies of any required site plans or plot plans.

H. If requesting a variance, explain the unique physical hardship or extraordinary situation (size, shape, topography, etc.) that is justification for the request:

I. Explain how the zoning ordinance prohibits or unreasonable restricts the use of the property.  
**CURRENTLY ZONED RESIDENTIAL**

J. Applicant Remarks

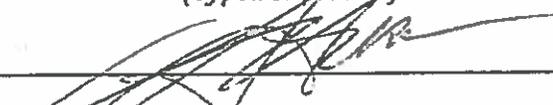
Checklist:

- ✓ The required fee must accompany this application. A fee schedule is attached for your convenience. Checks must be made payable to: "Treasurer, City of Emporia".
- ✓ Enclosed with the application, a copy of the appropriate city tax map with the property marked and, if available, a surveyed plat of the entire parcel.
- ✓ Enclose with this application any required plans or plats (plans must be folded).
- ✓ Enclose with this application any additional information to assist with review and determination.

I/We hereby certify that to the best of my/our knowledge all the above statements and the statements contained in any exhibits transmitted are true and that the adjacent property owners listed herewith are the owners of record as of the date of the application:

Date: 3/3/16

Applicants Name Michael S. Anderson  
(Typed or printed)

Signature of Applicant 

Note: Incomplete application will not be accepted. Any request that requires plans must be accompanied by application at time of submission.

*For Office Use by the Community Development Planning and Zoning Department and/or the Planning Commission*

Zoning/Subdivision Code (90-14 or 66-8): Fee Paid:

Copy of Receipt attached

Action Taken:

\_\_\_\_\_  
Planner / Zoning Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Planning Commission

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Council

\_\_\_\_\_  
Date

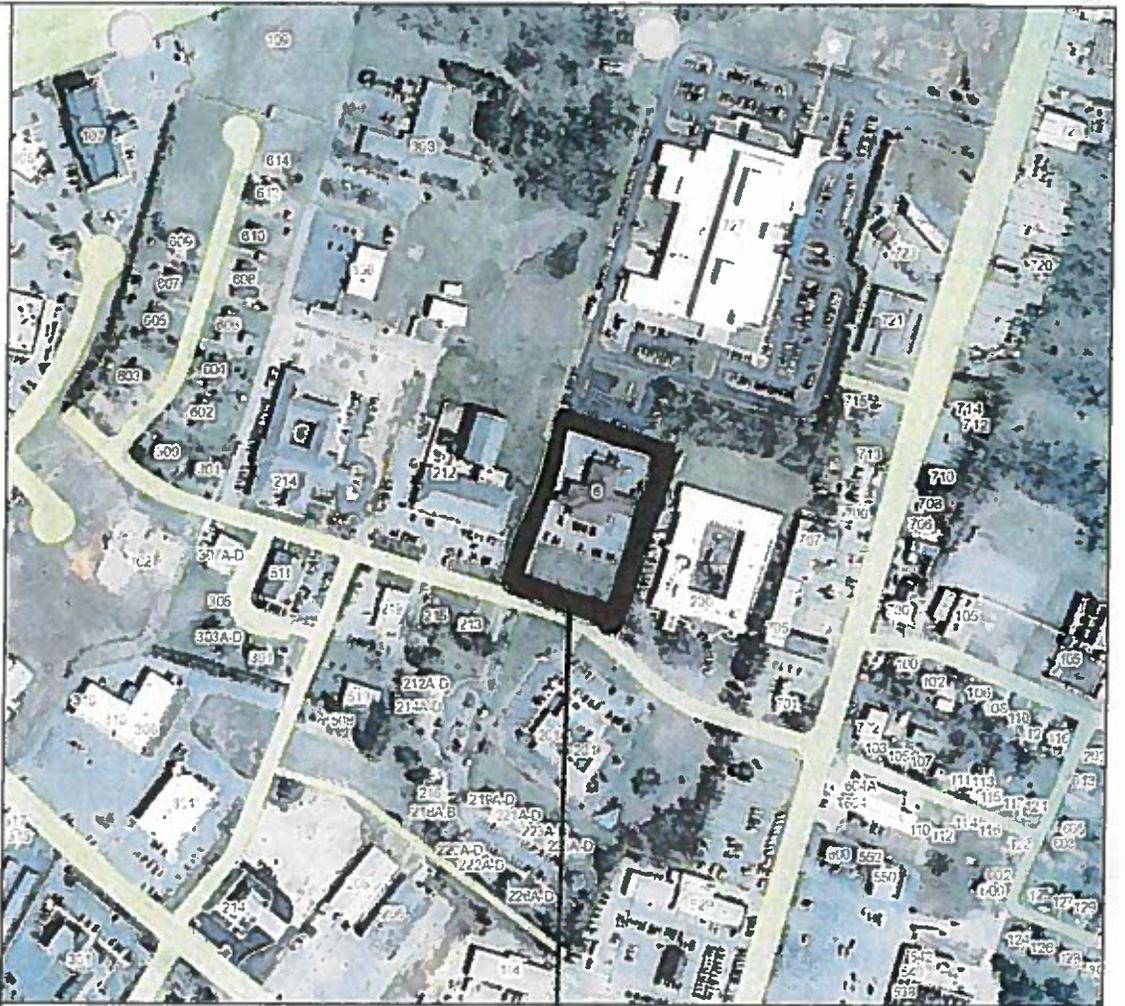
**PERMIT FEES**

<b>VARIANCE</b>	<b>\$300.00</b>
<b>REZONING</b>	<b>\$400.00 + 50/lot</b>
<b>CONDITIONAL USE PERMIT</b>	<b>\$300.00</b>
<b>TELECOMMUNICATIONS TOWER (CONDITIONAL USE)</b>	<b>\$1,500.00 per plus review by private consultant if deemed necessary for final approval</b>
<b>CO-LOCATION ON EXISTING TOWER (CONDITIONAL USE)</b>	<b>\$300.00 per plus review by private consultant if deemed necessary for final approval</b>
<b>SPECIAL EXCEPTION</b>	<b>\$300.00</b>
<b>AMENDMENT TO CONDITIONAL USE</b>	<b>\$300.00</b>
<b>RENEWAL OF CONDITIONAL USE</b>	<b>\$300.00</b>
<b>REQUEST FOR PRIVATE ROAD- NAME/SIGN</b>	<b>\$100.00</b>
<b>REQUEST TEXT AMENDMENT</b>	<b>\$400.00</b>
<b>APPEAL</b>	<b>\$300.00</b>
<b>AMENDMENT TO PROFFERED REZONING</b>	<b>\$300.00</b>



**Legend**

- City Boundary
- Parcels
- Rights of Way
- Site Addresses
- Streams and Rivers
- Water Bodies



Feet

0 100 200 300 400  
1:4 514 / 1"=376 Feet

**Title:**

**Date:** 4/7/2016

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Emporia is not responsible for its accuracy or how current it may be.*

Subject Property

# Emporia, Virginia

07, 2016

Map Pin	Tax Map Number	Address	Deed Book Reference
122-8-A	122-8 -0 -A	6 DOCTORS DRIVE Emporia, Va 23847	DB149 P314

Owner Information	
Owner	BEI FIFLD BLDG ASSOC
Owner's Address:	6 DOCTORS DR EMPORIA VA 23847

## Summary

Property Information			
Residential	No Data	Well	No Data
Commercial	Y	Spring	No Data
Class	04	Paved Road	Y
Zone	R3 MULTI-FAMILY	Improvement Value	933900
Property Use	MEDICAL BUILDING	Land Value	153800
Description Land Area	SITE	Sale Price	No Data
Size Main Land Area	0	Sale Date	09/19/1985
Computed Main Land Area	2	Account Number	4140
Public Water	Y	Dirt Road	No Data
Public Sewer	Y	Road	No Data
Septic System	No Data	Sidewalk	No Data
Underground Utility	No Data	Topography	LEVEL
Gutter	Y		

Improvement Information			
Year Built	1970	Split Foyer	No Data
Year Remodeled	1990	Central Heat	Y
Year Assessed	2016	Central Air	Y
Number Stories	1 0	Roof Type	TAR/GRVL
Number Rooms	0	Exterior Type	BRICK
Number Bedrooms	0	Basement Type	3 4
Number Bathrooms	0	Exterior Condition	AVG
Number Fireplaces	0	Foundation Type	BRICK
Number Chimneys	0	Floor Type	TILE/CAR
Split Level	No Data	Wall Type	WOOD PANEL
Building Description	EMPORIA MEDICAL	Heat Fuel Type	HOTAIR
Square Footage	10302	Subdivision	DOCTORS DRIVE

DISCLAIMER: This data is provided without warranty of any kind, either expressed or implied, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Any person, firm or corporation who utilizes any part of the enclosed information assumes all risk for the incorporation thereof. The City of Emporia accepts no liability for loss or damage arising from the use of statistical information by third parties.

**Previous Owner****Previous Owner 1**

Previous Owner	No Data
Datebase Reference	DB94 P293
Previous Owner's Address	No Data
Date of Transfer	No Data
Sale Price	No Data

**Previous Owner 2**

Previous Owner	No Data
Datebase Reference	No Data
Previous Owner's Address	No Data
Sale Price	No Data

DISCLAIMER: This data is provided as a courtesy. It may contain errors or omissions, including, but not limited to, the omission of certain information and/or the inclusion of information that is not relevant to the intended use of the data. The user assumes all responsibility for the use of this data. The user agrees to hold the provider harmless for any and all damages, including, but not limited to, the omission of certain information and/or the inclusion of information that is not relevant to the intended use of the data.



Sec. 90-73. - R-3 residential district.

- (a) *Purpose and intent.* R-3 districts shall be composed of certain medium to high concentrations of residential uses ordinarily located between residential and commercial areas, plus certain open areas where similar development appears likely to occur. The regulations for this R-3 district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage, insofar as compatible with the intensity of land use, a suitable environment for family life composed of an adult population with children, and to permit certain professional uses of a character unlikely to develop general concentration of traffic and crowds of customers. To these ends, retail activity shall be limited and this district shall be protected against encroachment of commercial or industrial uses. All residential types of structures for both permanent and transient occupancy are permitted. This R-3 residential district is not completely residential as it includes public and semipublic and other related uses. However, it is basically residential in character and, as such, shall not be spotted with commercial and industrial uses.
- (b) *Uses permitted.* Permitted uses in an R-3 residential district are as follows:
  - (1) All uses permitted in R-1 and R-2 districts.
  - (2) Group homes with conditional use permit.
  - (3) Multiple-family dwellings.
  - (4) Multisectional manufactured home/mobile home with conditional use permit.
  - (5) Tourist homes.
  - (6) Bed and breakfast house.
  - (7) Roominghouses and boardinghouses.
  - (8) Doctors' offices and other professional offices.
  - (9) Nonpublic clubs, lodges (except those of which the chief activities are customarily carried on as a business), subject to approval by the planning commission.
  - (10) Hospitals.
- (c) *Height regulations.* Buildings in the R-3 district may not be erected more than 45 feet in height without prior approval of the city planning commission.
- (d) *Area regulations.* Area regulations in the R-3 district are as follows: The minimum lot area for single-family dwellings shall be 6,000 square feet; each multiple-family dwelling lot shall have a minimum width of 75 feet and a minimum area of 7,500 square feet. The minimum lot area per dwelling unit for multiple-family dwellings, including resident employee's dwelling unit, shall be as follows:

Apartment Type	No. of Bedrooms	Lot Area Required/ Dwelling Unit (square feet)
1	1	2,800

2	2	3,400
3	3	4,000
4	4	4,600

- (e) *Lot coverage.* Buildings, including accessory buildings, in an R-3 district shall not cover more than 40 percent of the lot.
- (f) *Setback regulations.* The front setback line in an R-3 district shall be located 25 feet from any street right-of-way.
- (g) *Width regulations.* The lot width at the setback line in an R-3 district shall be 60 feet for single-family dwellings and 75 feet for multiple-family dwellings.
- (h) *Yard regulations.* Yard regulations in an R-3 district are as follows:
- (1) *Side.* The minimum total width of the side yards for each main structure shall be 15 feet, with no one side yard being less than five feet.
  - (2) *Rear.* Each main structure shall have a rear yard of 25 feet or more.
- (i) *Parking.* Off-street parking space in an R-3 district shall be provided as specified in article V of this chapter.
- (j) *Signs.* Signs in an R-3 district may be erected as provided in article V of this chapter.
- (Code 1972, § 24-25; Ord. No. 99-10, 9-21-99; Ord. No. 01-20, 10-2-01; Ord. No. 10-5, 1-19-10)

Sec. 90-76. - C-1 commercial district.

(a) *Purpose and intent.* C-1 commercial districts shall be for the conduct of retail and general commercial business establishments to which the public requires direct and frequent access and is characterized by constant heavy traffic and by noises of congestion. This C-1 commercial district includes such uses as retail stores, banks, offices, restaurants and taverns located in the central area of the city.

(b) *Uses permitted.* Permitted uses in a C-1 district shall be as follows:

ABC stores.

Assembly halls.

Bakeries.

Banks and financial institutions.

Banquet facility.

Barber and beauty shops.

Bed and breakfast and tourist homes.

Billiard parlors and pool rooms.

Bookstores.

Bowling alleys.

Business offices and display rooms.

Child care centers.

Churches.

Clubs and lodges.

Delicatessen.

Department stores.

Drugstores.

Dry goods or notion stores.

Electronic retail sales and online auction stores with conditional use permit.

Flower, gift, record and tobacco shops.

Furniture stores.

Grocery stores.

Hardware stores.

Hotels/motels.

Household appliance stores.

Jewelry stores.

Laundromats and dry cleaners.

Libraries.

Magazine and news stands.

Mini-storage facilities.

Museums.

Newspaper printing establishment.

Nightclubs with conditional use permit.

Pet service and supply establishments.

Photographer.

Post office.

Printing establishments.

Professional and public offices.

Recreation centers.

Restaurants, excluding drive-in or curbside service types.

Shoe repair shops.

Tailors.

Tattoo parlors.

Taxicab establishments.

Temporary outdoor yard sale.

Variety stores.

Wearing apparel stores.

- (c) *Height regulations.* Buildings in a C-1 district may not be erected more than 45 feet in height without prior approval of the city planning commission.
- (d) *Area regulations.* None, except if the permitted use utilizes a private water or sewage system, the required area in a C-1 district shall be established by the health official.
- (e) *Lot coverage.* Lot coverage in a C-1 district may be up to 100 percent if yard and other regulations are met.
- (f) *Setback regulations.* The front setback line in a C-1 district shall be located 25 feet from any street right-of-way.
- (g) *Width regulations.* Width regulations in a C-1 district are not applicable.
- (h) *Yard regulations.* For permitted uses in a C-1 district, the minimum side or rear yard adjoining or

adjacent to a residential district shall be 25 feet.

(i) *Parking.* Off-street parking space in a C-1 district shall be provided as specified in article V of this chapter.

(j) *Signs.* Signs in a C-1 district may be erected as provided in article V of this chapter.

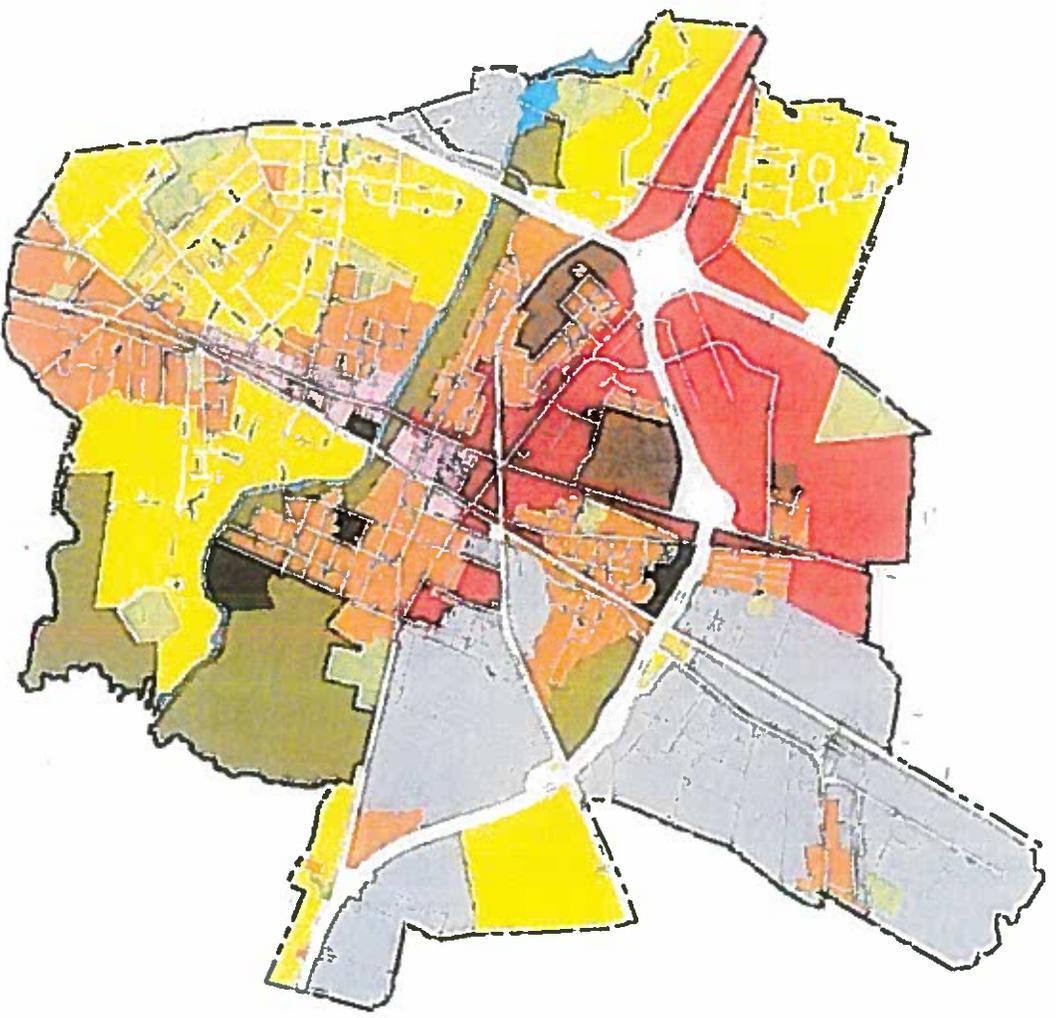
(Code 1972, § 24-27; Ord. No. 97-9, 9-2-97; Ord. No. 99-10, 9-21-99; Ord. No. 03-16, § 1, 5-20-03; Ord. No. 05-63, § 1, 12-6-05; Ord. No. 05-64, § 1, 12-6-05; Ord. No. 06-41, 3-6-07; Ord. No. 07-03, 9-18-07; Ord. No. 09-25, 6-2-09; Ord. No. 10-6, 1-19-10; Ord. No. 15-34, 9-15-15)

2015-2035

# CITY OF EMPORIA, VA COMPREHENSIVE PLAN



**FUTURE LAND USE**  
 COMPREHENSIVE PLAN STUDY  
 CITY OF BIRMGHAM, ALABAMA



- LEGEND**
- Residential
  - Low Density
  - Medium Density
  - High Density
  - Commercial
  - General, Community
  - Retail & Service
  - Downtown / Historic
  - Industrial
  - Suburban
  - Public & Open Space
  - Community Facilities
  - Conservation / Open Space
  - Parks & Recreation

  
 0 1 2 Miles  
 0 1 2 Kilometers  
 DATE: 2011  
 CONSULTANT: PLANNING CONSULTANTS, INC.  
 PROJECT: Comprehensive Plan Study  
 PREPARED BY: Planning Department

**1. Low-Density Residential (1-5 units per acre)**

Neighborhoods or areas intended for detached, single-family development only. A maximum density of four (4) dwelling units per acre is generally permitted. Within this category, the zoning ordinance should specify density requirements associated with the availability of public utilities. Higher density types of residential use are not encouraged.

**2. Medium-Density Residential (up to 8 units per acre)**

Neighborhoods or areas which allow a greater density and variation of housing types. Permitted uses include one and two-family dwellings and townhouses. A maximum of eight dwelling units per acre is generally permitted. Public water and sewer must be available to serve medium density areas.

**3. High-Density Residential (up to 20 units per acre)**

Areas set aside for high-density residential uses, including apartment buildings, assisted-living facilities (elderly/nursing homes) and other large-scale forms of group housing or multi-family development. This use permits the development of multi-family housing up to twenty units per acre.

**Designated Areas of Residential Use**

The general extent and location of the three residential districts are indicated on the Future Land Use Map. The primary goal of the

Land Use Plan is to maintain existing patterns of residential development throughout the City of Emporia while protecting its older neighborhoods and historic districts. A second strategy is to concentrate residential development in compact growth areas where the infrastructure is already in place. This will help minimize costs for public services and preserve valuable open space.

**Low-Density Residential Use**

Low-density residential use is designated for established single-family areas, as well as nearby vacant areas where similar development is expected to occur. Existing low-density areas are generally situated on larger lots (over ½ acre) within several distinct neighborhoods. In order to maintain stable homeownership and property values, these low-density areas should be restricted solely to detached, single-family development.

Within the corporate limits, opportunities for new large-lot development are confined primarily to existing subdivisions as well as vacant areas around the southern and northeastern areas of the City. However, several of these areas have slopes in excess of 15% and the development cost to build houses on the land would be expensive as would public infrastructure. The City should also ensure that existing built-up areas are adequately served before major service extensions are approved for subdivisions at the City's borders.

**Medium-Density Residential Use**

The Plan designates medium-density residential use in some of the older neighborhoods. Smaller lot sizes in these areas generally prevail, as well as a pedestrian-oriented environment. The older

neighborhoods contain a diverse housing stock and include homes of modest size as well as larger homes. Some of these older neighborhoods are in transition and experiencing a slight to moderate decline. Potential impacts on the surrounding neighborhoods should be carefully weighed before medium-density residential uses are approved.

### High-Density Residential Use

The plan directs high-density residential uses to established multi-family areas in and around the City. As a general rule, apartments and other large-scale group housing are best sited on arterial roads near major commercial and healthcare centers. In these locations, high-volume circulation needs can be met without disrupting lower-density neighborhoods.

In an effort to keep these areas active, vacant and underutilized dwellings should be conditionally considered for conversion to other uses such as small offices, group homes, and similar mixed-use development. However, potential impacts on the surrounding neighborhood should be carefully considered before such conversions are approved.

## COMMERCIAL USES

The Land Use Plan establishes three (3) principal types of commercial designations for the City of Emporia. A detailed description of each designation is found below.

### 1. General Commercial

Areas intended for general commercial development including large retail stores, services,

lodging/restaurants, offices, and shopping centers. General Commercial uses should be easily accessible via automobile and should be located on collector or arterial roads, have sufficient parking, and be adequately served by public utilities and services.

### 2. Downtown/Mixed-use

The downtown/mixed-use category includes compact commercial uses that serve both automobile and pedestrian traffic. Commercial uses are similar to those under General Commercial but at a pedestrian scale. Additional appropriate uses include, but are not limited to, legal/financial, real estate, personal services, above ground-floor residential uses and other types of low-impact uses.

### 3. Retail/Service Commercial

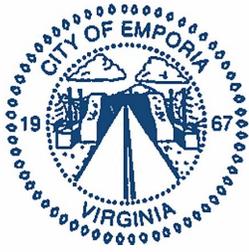
The purpose of this category is to provide for an appropriate dynamic variety of uses adjacent to the downtown for commercial, financial, professional, governmental, and cultural activities. This category is intended to promote an attractive, convenient, and relatively compact arrangement of auto-oriented uses and that retain a pedestrian orientation. Signage and outdoor storage should be adequately controlled to promote an attractive and stable urban environment.

Code of Virginia  
Title 15.2. Counties, Cities and Towns  
Chapter 22. Planning, Subdivision of Land and Zoning

### § 15.2-2284. Matters to be considered in drawing and applying zoning ordinances and districts.

Zoning ordinances and districts shall be drawn and applied with reasonable consideration for the existing use and character of property, the comprehensive plan, the suitability of property for various uses, the trends of growth or change, the current and future requirements of the community as to land for various purposes as determined by population and economic studies and other studies, the transportation requirements of the community, the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services, the conservation of natural resources, the preservation of flood plains, the protection of life and property from impounding structure failures, the preservation of agricultural and forestal land, the conservation of properties and their values and the encouragement of the most appropriate use of land throughout the locality.

Code 1950, §§ 15-821, 15-968.4; 1962, c. 407, § 15.1-490; 1966, c. 344; 1974, c. 526; 1978, c. 279; 1981, c. 418; 1983, c. 530; 1989, cc. 447, 449; 1997, c. 587; 2008, c. 491.



# **CITY OF EMPORIA**

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## **Memorandum**

April 15, 2016

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Drug Seizure Fund - Appropriation Ordinance  
**ITEM #:** 16-19

The City of Emporia Police Department seizes money, by court order, determined to have been used in drug transactions. Before spending these funds, they must first be appropriated into the current fiscal year budget.

The Police Department wishes to use \$30,000 in seized funds for the purchase of an unmarked patrol vehicle. An ordinance is required to appropriate and expend these funds.

### **Recommendation**

I recommend that you adopt the attached ordinance.

### **Attachment**

Ordinance

**Ordinance No.** \_\_\_\_\_

**Ordinance**

**An Ordinance To Appropriate The Sum Of \$30,000  
in Drug Seizure Funds**

**BE IT ORDAINED** by the Council of the City of Emporia, Virginia as follows:

- 1. That the sum of \$30,000 in funds seized through the Asset Forfeiture statutes be, and the same hereby is, appropriated into the City’s Operating Budget for Fiscal Year 2015-2016.
- 2. Said appropriation shall be reflected in the 2015-2016 Operating Budget as the sum of \$30,000 in General Fund Revenues and the sum of \$30,000 appropriated to General Fund Expenditures for expenses related to the drug enforcement activities, Account Number 31100-5871 Drug Seizure A/C Expenditures.
- 3. The City Manager is hereby authorized to do all things necessary to implement this ordinance.
- 4. This ordinance shall be in effect on and after its adoption.

Adopted: April 19, 2016

City of Emporia, Virginia

By \_\_\_\_\_  
Mary L. Person  
Mayor

Attest:

Form Approved:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney



# CITY OF EMPORIA

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## Memorandum

April 15, 2016

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Virginia Department of Emergency Management Grant Funds – Appropriation Ordinance  
**ITEM #:** 16-20

We received notification that the City has been awarded a State Homeland Security Program grant from the Virginia Department of Emergency Management (VDEM) in the amount of \$7,200. These funds will be used to purchase four Rescue Task Force Vest Kits. You will need to approve the attached appropriation ordinance in order to utilize this award.

### Recommendation

I recommend that you adopt the attached ordinance.

### Attachment

Ordinance

Ordinance No. \_\_\_\_\_

**Ordinance**

An Ordinance To Appropriate The Sum Of \$7,200.00 In Grant Funds From The Department Of Emergency Management For The State Homeland Security Program

**BE IT ORDAINED** by the Council of the City of Emporia, Virginia as follows:

1. That the sum of \$7,200.00 in anticipated grant funds from the Department of Emergency Management be, and the same hereby is, appropriated into the City's Operating Budget for Fiscal Year 2015-2016.
2. Said appropriation shall be reflected in the 2015-2016 Operating Budget as the sum of \$7,200.00 appropriated to General Fund Revenues and the sum of \$7,200.00 appropriated to General Fund Expenditures, Account Number 35500-5895 Homeland Security Grant.
3. The City Manager is hereby authorized to do all things necessary to implement this ordinance.
4. This ordinance shall be in effect on and after its adoption.

Adopted: April 19, 2016

City of Emporia, Virginia

By \_\_\_\_\_  
Mary L. Person  
Mayor

Attest:

Form Approved:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney



# **CITY OF EMPORIA**

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## **Memorandum**

April 15, 2016

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** FY17 Greensville County Public School System Budget – Request to Adopt Resolution  
**ITEM #:** 16-21

Attached is a resolution affirming the City's projected FY17 contribution to the Greensville County Public School System budget. The City's projected contribution is \$3,310,263. Greensville County's contribution is projected to be \$4,434,856. The total local contribution is projected to be \$7,745,119.

### **Recommendation**

I recommend that you adopt the attached resolution.

### **Attachment**

Resolution  
State Code Section 22.1-93

Resolution No. \_\_\_\_\_

**Resolution**

A Resolution Affirming the City of Emporia's  
Projected Contribution to the Greenville County  
Public School System Budget For Fiscal Year 2016-  
2017

**WHEREAS**, Virginia State Code Section 22.1-93 states that the governing body of a county and the governing body of a municipality shall prepare and approve an annual budget for educational purposes by May 15 or within 30 days of the receipt by the county or municipality of the estimates of state funds, whichever shall later occur;

**NOW, THEREFORE, BE IT RESOLVED** that the Emporia City Council approves its contribution to the Greenville County Public School System Budget in the amount projected to be \$3,310,263. Greenville County's contribution is projected to be \$4,434,856. The total local contribution is projected to be \$7,745,119.

Adopted: April 19, 2016

City of Emporia, Virginia

By \_\_\_\_\_  
Mary L. Person  
Mayor

Attest:

Form Approved:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

Code of Virginia  
Title 22.1. Education  
Chapter 8. Public School Funds

### § 22.1-93. Approval of annual budget for school purposes.

Notwithstanding any other provision of law, including but not limited to Chapter 25 (§ 15.2-2500 et seq.) of Title 15.2, the governing body of a county and the governing body of a municipality shall each prepare and approve an annual budget for educational purposes by May 15 or within 30 days of the receipt by the county or municipality of the estimates of state funds, whichever shall later occur. Upon approval, each local school division shall publish the approved annual budget in line item form, including the estimated required local match, on the division's website, and the document shall also be made available in hard copy as needed to citizens for inspection.

The Superintendent of Public Instruction shall, no later than the fifteenth day following final adjournment of the Virginia General Assembly in each session, submit estimates to be used for budgetary purposes relative to the Basic School Aid Formula to each school division and to the local governing body of each county, city and town that operates a separate school division. Such estimates shall be for each year of the next biennium or for the then next fiscal year.

Code 1950, § 22-127; 1956, Ex. Sess., c. 67; 1959, Ex. Sess., c. 79, § 1; 1968, c. 614; 1971, Ex. Sess., c. 162; 1975, c. 443; 1978, c. 551; 1980, c. 559; 1981, c. 541; 2008, cc. 353, 404; 2009, c. 280; 2011, c. 216; 2015, cc. 143, 370, 371.