



CITY OF EMPORIA

PUBLIC HEARING

1. Rezoning Request – The Norwood Estate Property

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

OPENING PRAYER

ROLL CALL

APPROVAL OF MINUTES

December 15, 2015 ~ Public Hearing and Regular 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

UNFINISHED BUSINESS

15-98. Boards and Commissions – Various Term Expirations

15-101. EAGLES Scholarship Program

NEW BUSINESS

16-01. Rezoning Request – The Norwood Estate Property

16-02. Sexual Assault Program – Appropriation Ordinance

16-03. Domestic Violence Prevention and Services Program – Appropriation Ordinance



CITY OF EMPORIA

PUBLIC HEARING

1. Rezoning Request – The Norwood Estate Property

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

16-04. Boards and Commission – Various Term Expirations

PUBLIC COMMENT

CLOSED SESSION

Closed Meeting pursuant to Virginia Code § 2.2 3711(A) (7) Legal matter requiring the advice of counsel pertaining to the disposition of the former Farmers Market property located on N. Main Street.

PUBLIC HEARING

1. Through Truck Traffic – Consideration of Ordinance Amendment

Emporia's City Council held a Public Hearing on Tuesday, December 15, 2015, 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

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
Ken Ryals, Emergency Service Coordinator
Sam Brown, City Sheriff

Absent:

Councilwoman Deborah D. Lynch

Mayor Person stated that the children of the Improvement Association were in attendance to sing Jingle Bells and Wish You a Merry Christmas.

The Improvement Association thanked Council for all their support.

1. Through Truck Traffic – Consideration of Ordinance Amendment

Mr. Thrower reported that at the December 1, 2015 meeting Council authorized conducting a Public Hearing at tonight's meeting to consider amendments to Section 74-13 of the City Code which prohibits tractor trailers from traveling through the city, excluding use of U.S. 58 and I-95, except for the purpose of receiving loads or making deliveries. He also reported that the proposed amendments would allow loaded log or chip trucks traveling on Main Street to continue to be exempted from the ordinance until December 31, 2016.

He recommended that Council do not adopt the ordinance for the following reasons:

- 1) Increased road damage and deterioration
- 2) Increased traffic congestion
- 3) Increased potential for accidents
- 4) Trucks may use I-95 and US 58 within the prescribed weight limits
- 5) No direct benefit to the City or its residents

Mr. Thrower stated that if Council should choose not to adopt the ordinance, the Emporia Police Department will commence enforcing the ordinance on January 1, 2016. He also stated that verbal warnings will be given for the first couple of weeks. He further stated that written citations will be issued thereafter.

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

Mr. Ron Jenkins, Executive Director of the Virginia Loggers Association, addressed Council by thanking them for listening to their concerns about allowing loaded log or chip trucks traveling on Main Street to continue to be exempted from the ordinance until December 31, 2016.

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

Mary L. Person, Mayor

Tessie S. Wilkins, CMC
City Clerk

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
December 15, 2015**

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, December 15, 2015 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

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
Ken Ryals, Emergency Service Coordinator
Sam Brown, City Sheriff

Absent:

Councilwoman Deborah D. Lynch

MINUTES APPROVAL

Councilwoman Temple moved to approve the minutes from the Tuesday, December 1, 2015 Regular meeting 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

APPROVAL OF BILLS

A listing of the December 15, 2015 bills was presented to City Council members.

General Fund	\$	1,021,822.51
Utility Fund	\$	492,468.40

Councilwoman Temple moved to approve the December 15, 2015 bills as presented, 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

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

Mayor Person stated to delete **Item 15-103 New Animal shelter – Appropriation Ordinance.**

Councilwoman Temple moved to approve the amended agenda as presented, 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

UNFINISHED BUSINESS

15-97. VPI Extension Office – Update on 4-H Program

Drexel Pierce, Extension Agent, stated that in October the Extension Office held a Parliamentary Procedures training and that he was in attendance of tonight meeting with two members K’Hari Carr and Andrew Byers to observe the Council meeting. He also stated that there are 1,872 kids enrolled in 4-H.

Mr. K’Hari Carr, Teen Club Member, stated that he truly enjoyed being a part of the teen club. Mr. Andrew Byers, Vice-President of the Shooting Club, stated that he enjoyed 4-H and thanked Council for their support.

15-98. Boards and Commissions – Various Term Expirations

Mayor Person asked if anyone wished to make nominations concerning Mr. Battle term on the Board of Equalization.

Mayor Person stated that with no nominations at this time, this item would be carried over to the January 19, 2016, Council meeting.

NEW BUSINESS

15-100. Through Truck Traffic – Consideration of Ordinance Amendment

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

Councilman Ewing made a motion to adopt **Ordinance No. 15-39** to amend Section 74-13 of the City’s Zoning Code to allow loaded log or chip trucks traveling on Main Street to continue to be exempted from the ordinance until December 31, 2016, with updates being provided to City Council every four months, seconded by Councilman Ewing, which passed as follows:

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

15-101. EAGLES Scholarship Program

Mr. Thrower reported that the agreement the City had asked to execute pertaining to the EAGLES (Emporia and Greensville Leads Everyone to Success) Scholarship Program states the following:

“The Emporia City Council and the Greensville County Board of Supervisors have agreed to appropriate \$10,000.00 each per budget year to fund the program. The localities will each make two payments of \$5,000.00 to the SVCC Foundation by October 1 and February 1 of each fiscal year beginning FY16.

Advertising of the E.A.G.L.E.S Scholarship to high school seniors for the upcoming fall semester will begin as early as January 1. Therefore, should either locality not appropriate full funding for the program, the locality agrees to notify SVCC and the partnering locality in writing prior to advertising. For example, the graduating class of 2016 will be notified of the scholarship program in January 2016. Should one of the localities not commit to appropriate the full \$10,000 in the FY17 budget, notification will need to be made by January 1, 2016.”

Mr. Thrower stated that Greensville County approved this agreement at its December 7, 2015 meeting. He also stated that Council approved \$10,000.00 for this program in the current year (FY16) budget.

Mr. Thrower stated that should Council chose to approve the agreement; Councils are committing to appropriate \$10,000.00 for this program in the FY17 budget and every year thereafter unless notification is sent to SVCC and Greensville County prior to January 1st of that year.

He recommended not to approve the agreement or funding given the fact that Council would be approving a reoccurring budget request from an external organization outside of the normal budgeting process. He stated that approving discretionary requests such as this outside of the normal budgeting process is unfair to other external organizations and City departments that have to compete for funding during the budget process.

It was the consensus of Council to hold this item until the January 19, 2016, meeting until more information was provided in the agreement with Council committing to appropriate \$10,000.00 for this program in the FY17 budget and every year thereafter unless notification is sent to SVCC and Greensville County prior to January 1st of that year.

15-102. Shared Services with Greensville County – Appropriation Ordinance

Mr. Thrower reported that the City of Emporia received a final invoice from Greensville County for the closeout of FY13 Shared Services. He also reported that after extensive review and revision, the amount owed by the City has been reduced from \$203,548.00 to \$81, 290.00. He further reported that the majority of this cost is related to Buildings and Grounds and the

Commonwealth Attorney's Office expenses. He stated that in order to pay this invoice, Council would need to appropriate additional funds into the current operating budget.

Councilman Harris made a motion to adopt **Ordinance No. 15-40** to appropriate the sum of \$81,290.00 from the Unappropriated Fund Balance of the General Fund for expenses related to Shared Services with Greenville County, 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

15-104. Water Bill Abatement Protocol – Request by Council Member Harris

Mayor Person stated that Council Member Harris requested that this item be placed on the agenda.

Mr. Thrower stated that this item was already handle by staff.

15-105. Greenville Power Station – Request to Approve Resolution of Support

Mr. Thrower stated that Greenville County requested that Council adopt the resolution of support for the proposed Greenville Power Station.

Councilwoman Temple made a motion to adopt **Resolution No. 15-14** to support the proposed Greenville Power Station, 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

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) (3) Matter involving the acquisition of real

property for a 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 Doris T. White	aye
Councilwoman Carol Mercer	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman L. Dale Temple	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 Doris T. White	aye
Councilwoman Carol Mercer	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman L. Dale Temple	aye

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

Councilwoman Carey made the motion to approve **Ordinance No. 15-41** appropriating the sum of \$79,850 from the unappropriated fund balance of the General Fund for property acquisition and to authorize a public hearing at City Council's January 19, 2016 meeting to rezone the Norwood Estate property to 1-2 Industrial District, Councilwoman Temple seconded the motion, which passed as follows:

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

ADJOURNMENT

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

Mary L. Person, Mayor

Tessie S. Wilkins, CMC
City Clerk

Review of Bills

January 19, 2016

GENERAL FUND

LEGISLATIVE

Bank of America	82.39
City of Emporia - Petty Cash	25.00
Harris, F. Woodrow	99.90
Independent Messenger	42.40
Mercer, Carol	75.00
Person, Mary L.	450.00
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	7.43
Verizon	22.20
White, Doris T.	75.00
Xerox Corporation	166.37

EXECUTIVE

Alere eScreen	399.00
Bank of America	533.04
Brunswick Times Gazette	426.00
Daily Herald	579.00
Department of Motor Vehicles	10.00
Emporia Jaycees	125.00
Emporia-Greenville Chamber	10.00
Hermes Publications LLC	396.00
Independent Messenger	879.80
Lennie Turner - Richmond Times	23.50
Monte's Flower & Gift Shop	42.94
North Carolina League of Municipalities	46.00
Telpage, Inc.	149.95
The Bank by Kahills	4,129.35
The Tidewater News	1,325.75
Treasurer of Virginia - VITA	18.08
Verizon	295.76
VML Insurance Programs	36,257.87
Xerox Corporation	231.55

LAW

Barrett Law Office, PC	4,173.81
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REGISTRAR

Atlantic Election Service, Inc.	3,661.60
Bank of America	79.67
Treasurer of Virginia - VITA	0.89
Verizon	22.20
Xerox Corporation	28.41

VICTIM WITNESS

VML Insurance Programs	116.00
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VJCCCA/FAMILY VIOLENCE PREVENTION

Behavioral Interventions	249.07
Caroline Gatten, LCSW	925.00
Emporia CNBB LP	2,337.50
Marva Dunn	218.00
Telpage, Inc.	49.95
Treasurer of Virginia - VITA	18.22
Verizon	141.44
Verizon Wireless	453.25
VML Insurance Programs	867.25

SHARED SERVICES

Greenville County	558,951.47
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FINANCE

Anthem Blue Cross/Blue Shield	41,651.12
Bank of America	472.13
Lincoln Financial Group	1,224.88
Treasurer of Virginia - VITA	2.13
Treasurer of Virginia - VRS	37,078.27
Verizon	66.35
VML Insurance Programs	21,887.00
Xerox Corporation	267.96

TREASURER

Bank of America	39.99
Independent Messenger	95.40
Treasurer of Virginia - VITA	7.76
Verizon	171.04
Xerox Corporation	7.95

COMMISSIONER OF REVENUE/ASSESSOR

IAAO	190.00
Curtis 1000, Inc.	1,027.28
Telpage, Inc.	110.00
Treasurer of Virginia - VITA	9.73
Verizon	93.05
Willis Property Assessment	3,531.25
Xerox Corporation	0.71

Review of Bills January 19, 2016

EMERGENCY SERVICES

Computer Networking Services	315.00
Dell Marketing LP	1,115.00
Sadler Brothers Oil Company, Inc.	24.91
Treasurer of Virginia - VITA	2.41
Verizon	44.40
Verizon Wireless	49.81
VML Insurance Programs	282.50

COURTS

Andrew E. Weaver	120.00
Crater Youth Care Commission	6,305.75
Jada Atkins	485.30
Law Office of Meredith Smith Jimerson	120.00
Law Offices of Barbara G. Mason, Inc.	120.00
Livingston and Walsh, PLLC	120.00
Randall Page, P.C.	120.00
Southside Regional Jail	103,166.40
The Law Ofc. Of W. Wm. Robinson, III	357.00
Treasurer of Virginia - VITA	10.43
Verizon	100.19

COURT SERVICES UNIT

Emporia CNBB LP	2,337.50
Gaston Security, Inc.	265.00
Harris, F. Woodrow	387.05
Sadler Brothers Oil Company, Inc.	100.55
Treasurer of Virginia - VITA	47.16
Verizon	273.58

SHERIFF

Elizabeth River Tunnels	6.00
Emporia CNBB LP	325.00
Quill Corporation	222.34
Sadler Brothers Oil Company, Inc.	195.71
Telpage, Inc.	39.99
Treasurer of Virginia - VITA	1.77
Verizon	113.85
Verizon Wireless	135.98
VML Insurance Programs	282.75

PARKS & RECREATION

Bank of America	1,918.43
Cintas Corporation	103.07
Sadler Brothers Oil Company, Inc.	113.94

DEBT SERVICE

BB&T Governmental Finance	9,479.92
Carter Bank & Trust	853.99
First Citizens Bank	5,858.08
The Bank of Hampton Roads	3,665.43
The Bank of Southside Virginia	2,258.48
USDA Rural Development	4,607.00

NON-DEPARTMENTAL

Bank of America	354.00
Boys & Girls Club of Emporia-Greens.	15,000.00
Chesterfield County Fire and EMS	600.00
District 19 Community Services Board	19,735.50
Emporia-Greens. Local Law Library	174.00
Greensville Volunteer Rescue Squad	600.12
Greensville/Emporia CSA	62,920.50
Meherrin Regional Library	7,915.56
SVCC Foundation	10,000.00
Timmons Group, Inc.	750.00
VML Insurance Programs	4,066.50

DEVELOPMENT SERVICES

Bank of America	1,387.66
Clary Construction Company, Inc.	9,650.00
Community Planning Partners, Inc.	2,280.00
Eastern Virginia Environmental, LLC	400.00
Emporia IDA	69,415.90
Emporia Redev. & Housing Authority	2,577.75
Emporia-Greensville Chamber	20.00
Hillbilly LLC, The UPS Store	69.03
Independent Messenger	190.80
James T. Bradley	1,200.00
Kyle Green	194.52
Mecklenburg County	5,927.00
Quill Corporation	96.74
Richmond Times Dispatch	147.80
Roanoke Development	2,496.04
S. L. Hill Construction, Inc.	11,112.62
Sadler Brothers Oil Company, Inc.	118.87
Southern Corrosion, Inc.	4,488.00
Stantec Consulting Services, Inc.	25,386.34
Treasurer of Virginia - VITA	22.75
United Parcel Service	8.99
Verizon	92.80
Verizon Wireless	110.49
Victor Stanley	11,130.00
Virginia Carolina Paving	172,047.41
VPMIA	80.00
WorldView Solutions, Inc.	2,000.00
Xerox Corporation	544.82

Review of Bills

January 19, 2016

FIRE

Bank of America	2,342.52
Chesterfield Insurers, Inc.	6,488.00
City of Emporia Utility Fund	253.87
Dominion Virginia Power	783.84
Emporia Volunteer Fire Department	6,600.00
Houchins Pest Control Service	18.50
Mecklenburg Electric Cooperative	62.03
MES-Virginia	1,838.35
Morris Refrigeration Company, Inc.	140.56
Sadler Brothers Oil Company, Inc.	65.22
Telpage, Inc.	59.99
Treasurer of Virginia - VITA	6.73
Trinity Custom Apparel	5,375.40
Verizon	151.38
Verizon Wireless	30.36
VML Insurance Programs	5,127.50

FACILITIES

Amerigas Propane LP	853.15
Bank of America	637.20
Cintas Corporation	635.95
City of Emporia Utility Fund	33.98
David W. Fladung	53.48
Dominion Virginia Power	2,738.22
Fidelity Engineering Corporation	775.00
Floor Plans, LLC	27.50
Houchins Pest Control Service	138.75
Independent Messenger	84.80
Jerry's Professional Carpet Cleaning	624.00
Mecklenburg Electric Cooperative	793.04
Moore Sign Corporation	551.07
Morris Refrigeration Company, Inc.	1,003.60
R & C Electric Service, Inc.	1,155.15
Richmond Times Dispatch	159.20

POLICE

Bank of America	3,886.17
City of Emporia - Petty Cash	6.74
Cobb Technologies, Inc.	356.00
CRCPE	100.00
Emporia Medical Associates, PC	1,950.00
Ogburn Signs & Printing	1,190.00
Radio Communications	1,358.78
Sadler Brothers Oil Company, Inc.	3,646.09
Taser International	9,498.27
Telpage, Inc.	59.95
Treasurer of Virginia - VITA	1,071.12
United Parcel Service	8.64
Verizon	1,434.45
Verizon Wireless	1,837.96
VML Insurance Programs	2,356.25

ANIMAL CONTROL

Bank of America	188.50
Emporia Medical Associates, PC	390.00
Lewis Turner	140.76
Sadler Brothers Oil Company, Inc.	36.60
Swab Wagon Company, Inc.	14,185.00
Treasurer of Virginia	750.00
Verizon Wireless	142.12

PUBLIC WORKS

Alton Mason	50.00
Bank of America	12,269.88
Best Way, Inc.	5,473.00
Brunswick Landfill	272.28
Cintas Corporation	1,276.13
Dominion Virginia Power	7,101.13
Eddie Goodrich	47.13
Fuel Freedom Card	1,779.94
Greensville County Landfill	15,090.26
Independent Messenger	477.00
Leonard Adams	50.00
Mecklenburg Electric Cooperative	1,552.92
Parker Oil Company, Inc.	392.12
R & C Electric Service, Inc.	694.55
Rightmyer Machine Rentals	984.96
Sadler Brothers Oil Company, Inc.	1,214.91
Southside Regional Jail	1,333.60
Stantec Consulting Services, Inc.	9,310.39
Telpage, Inc.	59.95
THC Enterprises, Inc.	2,114.42
Treasurer of Virginia - VITA	6.73
Verizon	243.95
Verizon Wireless	211.53

TOTAL GENERAL FUND

\$1,465,204.61

Review of Bills January 19, 2016

UTILITY FUND

Anthem Blue Cross/Blue Shield	10,615.84
Bank of America	4,493.89
Barrett Law Office, PC	324.99
Brink Backyard Graphics	175.00
Carter Bank & Trust	67,627.01
Cintas Corporation	1,568.37
Comcast Communications	122.90
Dell Marketing LP	2,230.00
Dewberry Engineers, Inc.	27,837.91
Dominion Virginia Power	7,163.31
English Construction Company, Inc.	192,907.00
Fuel Freedom Card	117.08
John W. Fetko, Jr.	50.00
Lincoln Financial Group	302.11
Mecklenburg Electric Cooperative	9,177.78
Norfolk Bearings & Supply Company	1,335.23
Pace Analytical Services	1,140.00
Parker Oil Company, Inc.	439.29
Sadler Brothers Oil Company, Inc.	451.98
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	9.98
Treasurer of Virginia - VRS	8,988.17
U S Postal Service	748.50
United Parcel Service	58.78
Univar USA, Inc.	2,608.50
USDA Rural Development	5,769.00
Verizon	843.74
Verizon Wireless	240.46
VML Insurance Programs	17,251.00
VUPS	18.71
Water Guard, Inc.	1,220.00

TOTAL UTILITY FUND	<u>\$365,916.43</u>
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**General Fund
Revenue and Expenditure Report
December 31, 2015**

REVENUES

Description	Budget	Revenues To Date	% Collected
General Property Taxes	\$4,715,993	\$4,081,653	86.55%
Other Local Taxes	6,364,500	2,676,468	42.05%
Licenses, Permits & Fees	15,600	15,359	98.46%
Fines & Forfeitures	1,340,444	411,908	30.73%
Use of Money & Property	30,000	1,885	6.28%
Charges for Services	940,723	385,184	40.95%
Miscellaneous Revenue	44,987	40,606	90.26%
Recovered Costs	231,620	49,692	21.45%
State Non-Categorical Aid	616,119	600,090	97.40%
Shared Expenses	303,300	115,546	38.10%
Categorical State Aid	2,904,399	1,407,079	48.45%
Federal Non-Categorical Aid	2,156,317	52,125	2.42%
Proceeds from Financing	2,065,000	1,800,000	87.17%
Appropriated Fund Balance	<u>854,085</u>	<u>0</u>	<u>0.00%</u>
Total	\$22,583,087	\$11,637,595	51.53%

EXPENDITURES

Description	Budget	Expenditures To Date	% Expended
City Council	\$186,142	\$78,838	42.35%
City Manager	317,285	159,130	50.15%
Legal Services	38,900	16,015	41.17%
Commissioner of Revenue	224,373	106,135	47.30%
Assessor	44,875	26,119	58.20%
Treasurer	107,292	50,392	46.97%
Finance Department	219,676	101,007	45.98%
Registrar	90,111	38,985	43.26%
Courts	2,856,195	1,578,524	55.27%
Sheriff	256,905	118,628	46.18%
Police Department	3,223,668	1,491,973	46.28%
Fire Department	564,912	122,393	21.67%
Emergency Services	72,549	26,256	36.19%
Facilities Management	599,403	87,333	14.57%
Public Works	3,694,636	956,418	25.89%
Health & Social Services	443,518	401,817	90.60%
Education	4,797,830	2,797,406	58.31%
Library	94,949	55,371	58.32%
Development Services	3,252,273	1,084,122	33.33%
Airport	71,348	34,850	48.85%
Parks and Recreation	110,750	74,875	67.61%
Arts and Culture	13,500	13,500	100.00%
Extension Service	28,026	9,070	32.36%
Civic & Community Organizations	9,515	2,975	31.27%
Non-Departmental	<u>1,264,456</u>	<u>598,003</u>	<u>47.29%</u>
Total	\$22,583,087	\$10,030,135	44.41%

**Utility Fund
Revenue and Expenditure Report
December 31, 2015**

REVENUES

Description	Budget	Revenues To Date	% Collected
Water Sales	\$1,692,600	\$821,671	48.54%
Sewer Service	1,396,500	693,356	49.65%
Water Taps	0	6,000	#DIV/0!
Sewer Taps	0	8,000	#DIV/0!
Cut-on/Cut-off Fees	40,000	20,694	51.74%
Meter Charges	54,000	27,707	51.31%
Sales, Labor & Materials	0	0	#DIV/0!
Penalties	105,385	58,251	55.27%
Interest Earned	4,000	1,068	26.70%
Miscellaneous	500	551	110.20%
Proceeds from Financing	4,752,636	2,780,935	58.51%
Appropriated Fund Balance	<u>1,491,564</u>	<u>0</u>	0.00%
Total	\$9,537,185	\$4,418,233	46.33%

EXPENDITURES

Description	Budget	Expenditures To Date	% Expended
Administration and Billing	\$344,481	\$170,053	49.36%
Water Distribution	304,706	160,896	52.80%
Water Treatment Plant	584,584	254,082	43.46%
Sewage Collection	115,300	31,993	27.75%
Wastewater Treatment Plant	654,685	262,125	40.04%
Non-Departmental	<u>7,533,429</u>	<u>2,302,875</u>	<u>30.57%</u>
Total	\$9,537,185	\$3,182,024	33.36%

**CITY OF EMPORIA
CITY COUNCIL MEETING
January 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 COLLECTIONS**

W. S. HARRIS, JR., TREASURER

Financial Statement

December 31, 2015

CHECKING / DAILY INVESTMENT

General Fund

Utility Fund

2,574,264.44

871,643.81

CERTIFICATES OF DEPOSIT / INVESTMENTS

FIRST COMMUNITY BANK	\$385,403.51	MMF @ .10%	NA	GF
CARTER BANK & TRUST	\$1,520,844.58	12 Mos @ .80%	1/8/2016	GF
CARTER BANK & TRUST	\$1,016,871.74	12 Mos @ .80%	2/2/2016	GF
CARTER BANK & TRUST	\$1,016,871.74	12 Mos @ .80%	2/2/2016	GF
CARTER BANK & TRUST	\$781,228.31	12 Mos @ .80%	2/6/2016	GF
CARTER BANK & TRUST	\$1,009,591.67	12 Mos @ .80%	2/6/2016	GF
CARTER BANK & TRUST	\$1,009,591.67	12 Mos @ .80%	2/6/2016	GF
CARTER BANK & TRUST	\$758,279.55	12 Mos @ 1.00%	6/30/2016	GF
FIRST COMMUNITY BANK	\$605,439.35	MMF @ .08%	NA	UT
CARTER BANK & TRUST	\$506,948.20	12 Mos @ .80%	1/8/2016	UT
CARTER BANK & TRUST	\$508,183.11	12 Mos @ .60%	2/2/2016	UT

RECAP OF 2015 TAXES

<i>TYPE OF TAX</i>	<i>BAL. FWD. (A)</i>	<i>SUPPLEMENTS (B)</i>	<i>ABATEMENTS (C)</i>	<i>ADJUSTED LEVY (Cols. A+B-C) (D)</i>	<i>COLLECTIONS TO DATE (E)</i>	<i>BALANCE DUE (F)</i>
Real Estate	3,238,125.78	1,618.20	1,640.74	3,238,103.24	3,020,298.57	217,804.67
Personal Property	1,448,229.94	81,328.68	32,934.70	1,496,623.92	1,427,267.54	69,356.38
Decals	105,828.50	11,304.00	1,481.00	115,651.50	90,121.35	25,530.15
Personal Property Relief	557,849.30	45,749.16	19,352.88	584,045.58	498,915.21	85,130.37
Public Service	192,695.51	0.00	0.00	192,695.51	192,695.51	0.00
TOTAL	5,542,529.03	140,000.04	55,409.32	5,627,119.75	5,229,298.18	397,821.57
<u>2015 Real Estate Tax Collections</u>		<u>83.27%</u>	<u>2015 Personal Property Tax Relief</u>		<u>85.42%</u>	
<u>2015 Personal Property Tax Collections</u>		<u>85.37%</u>	<u>2015 Public Service Tax Collection</u>		<u>0.00%</u>	

RECAP OF 2014 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)	(C)	
Real Estate	3,115,570.28	2,882.31	7,701.25	3,110,751.34	3,080,607.46	50,143.88
Personal Property	1,296,854.59	60,820.78	30,469.21	1,327,206.16	1,313,524.91	13,681.25
Decals	106,527.00	6,275.00	2,700.21	110,101.79	103,669.43	6,432.36
Personal Property Relief	553,560.55	31,441.05	10,420.32	574,581.28	555,981.65	18,599.63
Public Service	188,396.69	0.00	0.00	188,396.69	188,396.69	0.00
TOTAL	5,260,909.11	101,419.14	51,290.99	5,311,037.28	5,222,180.14	88,857.12
2014 Real Estate Tax Collections		98.39%	2014 Personal Property Tax Relief		98.76%	
2014 Personal Property Tax Collections		98.97%	2014 Public Service Tax Collection		100.00%	

RECAP OF 2013 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)	(C)	
Real Estate	3,098,844.15	3,059.50	4,211.40	3,097,692.25	3,079,624.01	18,068.24
Personal Property	1,269,263.24	22,706.50	25,476.79	1,266,492.95	1,257,105.76	9,387.19
Decals	106,188.00	1,982.50	2,850.87	105,319.63	99,958.77	5,360.86
Personal Property Relief	581,632.25	10,214.96	24,056.99	547,790.22	534,059.68	13,730.54
Public Service	200,213.60	0.00	0.00	200,213.60	200,213.60	0.00
TOTAL	5,236,141.24	37,963.46	56,596.05	5,217,508.65	5,170,961.82	46,546.83
2013 Real Estate Tax Collections		99.42%	2013 Personal Property Tax Relief		97.49%	
2013 Personal Property Tax Collections		99.28%	2013 Public Service Tax Collection		100.00%	

RECAP OF 2012 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)	(C)	
Real Estate	3,019,463.59	1,020.90	3,404.63	3,017,079.86	3,012,015.03	5,064.83
Personal Property	1,224,318.90	68,794.39	33,027.82	1,260,085.47	1,253,526.20	6,559.27
Decals	104,243.00	9,600.50	4,270.00	109,573.50	104,615.51	4,957.99
Personal Property Relief	560,183.75	63,408.00	42,933.85	580,655.90	589,240.93	11,414.97
Public Service	173,064.34	0.00	0.00	173,064.34	173,064.34	0.00
TOTAL	5,081,273.58	142,821.79	83,636.30	5,140,459.07	5,112,462.01	27,997.06
2012 Real Estate Tax Collections		99.83%	2012 Personal Property Tax Relief		98.03%	
2012 Personal Property Tax Collections		99.48%	2012 Public Service Tax Collection		100.00%	

Dec-15

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	1,210,804.88	4,317.98
Decals	110,991.50	7,026.00	7,528.50	110,491.00	106,469.44	4,021.56
Personal Property Relief	524,152.89	38,891.54	17,349.89	545,694.54	538,666.06	7,028.48
Public Service	121,797.85	0.00	0.00	121,797.85	121,797.85	0.00
TOTAL	4,914,502.51	269,405.44	250,760.85	4,933,147.10	4,916,638.41	16,508.69
2009 Real Estate Tax Collections		99.96%	2009 Personal Property Tax Relief		99.71%	
2009 Personal Property Tax Collection		99.64%	2009 Public Service Tax Collection		100.00%	

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	2,976,993.81	0.00	3,696.75	2,973,297.06	2,971,723.23	1,573.83
Personal Property	1,141,435.34	99,940.97	57,127.23	1,184,249.08	1,177,590.60	6,658.48
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
TOTAL	4,970,738.20	144,463.58	103,905.83	5,011,293.95	4,993,422.23	17,871.72
2010 Real Estate Tax Collections		99.95%	2010 Personal Property Tax Relief		98.84%	
2010 Personal Property Tax Collections		99.43%	2010 Public Service Tax Collection		100.00%	

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	2,978,694.43	1,881.20
Personal Property	1,244,373.63	26,690.75	33,752.52	1,237,311.86	1,233,550.61	3,761.25
Decals	111,029.00	8,475.00	6,009.93	113,494.07	109,623.44	3,870.63
Personal Property Relief	557,964.29	30,384.27	29,957.25	558,391.31	551,965.07	6,426.24
Public Service	156,479.42	0.00	0.00	156,479.42	156,479.42	0.00
TOTAL	5,054,253.27	65,550.02	73,551.00	5,046,252.29	5,030,312.97	15,939.32
2011 Real Estate Tax Collections		99.94%	2011 Personal Property Tax Relief		98.65%	
2011 Personal Property Tax Collection		99.70%	2011 Public Service Tax Collection		100.00%	

DELINQUENT TAX SUMMARY - FY 2015-2016

December-15

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	\$1,977.81	\$113.86	\$878.53
2007	\$2,057.83	\$0.00	\$92.96	\$0.00	\$0.00	\$1,045.23	\$48.97	\$870.64
2006	\$1,749.32	\$0.00	\$92.96	\$0.00	\$0.00	\$639.61	\$39.84	\$976.91
2005	\$1,583.14	\$0.00	\$0.00	\$0.00	\$0.00	\$503.31	\$49.80	\$1,030.03
2004	\$978.57	\$0.00	\$0.00	\$0.00	\$0.00	\$92.96	\$49.80	\$835.81
2003	\$749.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.64	\$668.64
2002	\$315.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.64	\$235.20
1994-2001	\$791.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$791.26
TOTAL	\$11,195.44	\$0.00	\$185.92	\$0.00	\$0.00	\$4,258.92	\$463.55	\$6,287.02

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	\$218.92	\$0.00	\$5,611.24
2007 Net Tax	\$3,955.82	\$0.00	\$0.00	\$0.00	\$0.00	\$74.90	\$0.00	\$3,880.92
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	\$155.76	\$0.00	\$13,313.69
TOTAL	\$27,500.37	\$0.00	\$0.00	\$0.00	\$0.00	\$475.76	\$0.00	\$27,024.61

Grand Total of All Delinquent	\$38,695.81	\$0.00	\$185.92	\$0.00	\$0.00	\$4,734.68	\$463.55	\$33,311.63
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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

Jun-15	\$89,054.67
Jul-15	\$176,504.32
Aug-15	\$128,544.49
Sep-15	\$32,932.97
Oct-15	\$29,330.34
Nov-15	\$20,337.76
Dec-15	\$22,207.66

ABATEMENTS **-\$19,352.88**

SUPPLEMENTS **\$45,749.16**

TOTAL REMAINING FROM UNPAID BILLS **\$85,130.37**

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	2012 Calendar Year	2013 Calendar Year	2014 Calendar Year	2015 Calendar Year
	Collected	Collected	Collected	Collected
January	\$127,062.93	\$108,278.56	\$114,486.19	\$143,795.72
February	\$126,296.95	\$127,189.75	\$134,859.04	\$132,892.26
March	\$102,337.33	\$99,674.97	\$113,809.08	\$102,665.33
April	\$137,369.57	\$104,585.97	\$109,251.63	\$137,912.68
May	\$135,414.13	\$119,461.45	\$126,207.82	\$129,217.54
June	\$110,435.22	\$117,580.07	\$115,773.26	\$154,911.96
July	\$116,536.54	\$107,486.36	\$121,522.13	\$141,277.90
August	\$117,795.21	\$117,641.94	\$127,326.00	\$139,888.99
September	\$125,411.89	\$118,116.99	\$123,169.48	\$168,771.28
October	\$111,125.40	\$105,496.08	\$172,694.83	\$143,135.52
November	\$106,691.83	\$100,495.50	\$105,542.20	\$133,567.80
December	\$102,684.77	\$105,977.72	\$144,830.30	\$136,488.50
Yearly Total	\$1,419,161.77	\$1,331,985.36	\$1,509,471.96	\$1,664,525.48

State Sales & Use Tax Collection Comparison

State Sales & Use Tax

Month	2012 Calendar Year	2013 Calendar Year	2014 Calendar Year	2015 Calendar Year
	Collected	Collected	Collected	Collected
January	\$81,464.16	\$80,957.08	\$81,625.86	\$84,984.24
February	\$91,897.24	\$95,365.10	\$89,390.50	\$105,606.76
March	\$72,512.86	\$73,527.62	\$73,783.14	\$75,678.18
April	\$70,609.86	\$76,942.78	\$72,753.54	\$74,428.58
May	\$85,665.32	\$87,608.38	\$82,071.08	\$91,664.86
June	\$85,637.98	\$90,121.30	\$86,973.60	\$92,171.62
July	\$78,791.66	\$78,471.52	\$85,613.20	\$93,429.72
August	\$89,692.72	\$87,181.40	\$94,634.72	\$109,355.24
September	\$80,905.18	\$76,334.64	\$87,019.92	\$89,275.34
October	\$83,390.34	\$79,978.88	\$88,182.16	\$94,822.02
November	\$82,935.18	\$81,448.88	\$88,136.74	\$95,663.86
December	\$77,980.08	\$83,144.42	\$88,409.40	\$102,736.82
Yearly Total	\$981,482.58	\$991,082.00	\$1,018,593.86	\$1,109,817.24

**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
Total Revenue For the Month	273,984.38	268,178.11	277,651.33	297,247.26	232,577.32	222,747.83

	January	February	March	April	May	June	YTD Category Ttl
Water							801,730.12
Sewer							667,684.23
Meter Charge							26,052.00
Water Taps							6,000.00
Sewer Taps							8,000.00
Sale of Materials							0.00
Penalties							48,919.58
Cut on/off Fees							12,274.00
Water Sales-Bulk Water							61.39
Sewer Services							1,664.91
Miscellaneous							0.00
Total Revenue for the Month	0.00	0.00	0.00	0.00	0.00	0.00	

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

	January	February	March	April	May	June	YTD Order Totals
Service Orders							
Ttl Off/On Requests							536
Ttl Leak Inquiries							396
Ttl Service Orders For the Month	0	0	0	0	0	0	

YTD Revenue Total All Depts. **1,572,386.23** YTD Service Order **932**

**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

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

2014		2015	
JANUARY	68 (114 door hangers)	JANUARY	69 (85 door hangers)
FEBRUARY	27 (33 door hangers)	FEBRUARY	21 (53 door hangers)
MARCH	42 (48 door hangers)	MARCH	40 (63 door hangers)
APRIL	31 (32 door hangers)	APRIL	46 (75 door hangers)
MAY	36 (42 door hangers)	MAY	64 (100 door hangers)
JUNE	35 (38 door hangers)	JUNE	29 (91 door hangers)
JULY	51 (56 door hangers)	JULY	35 (90 door hangers)
AUGUST	19 (63 door hangers)	AUGUST	51 (95 door hangers)
SEPTEMBER	44 (64 door hangers)	SEPTEMBER	26 (98 door hangers)
OCTOBER	62 (66 door hangers)	OCTOBER	24 (99 door hangers)
NOVEMBER	28 (84 door hangers)	NOVEMBER	16 (86 door hangers)
DECEMBER	60 (79 door hangers)	DECEMBER	36 (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 JAN 2015	4613.64	199529.52
COLLECTIONS JANUARY 2015	-257.23	199272.29
BALANCES ADDED FOR FEB 2015	3619.95	202892.24
COLLECTIONS FEBRUARY 2015	-11425.80	191466.44
BALANCES ADDED FOR MAR 2015	7251.50	198717.94
COLLECTIONS MARCH 2015	-4482.55	194235.39
BALANCES ADDED APRIL 2015	2881.98	197117.37
COLLECTIONS APRIL 2015	-5045.98	192071.39
BALANCES ADDED MAY 2015	9959.15	202030.54
COLLECTIONS MAY 2015	-5784.25	196246.29
BALANCES ADDED JUNE 2015	3550.92	199797.21
COLLECTIONS JUNE 2015	-3093.46	196703.75
BALANCES ADDED JULY 2015	9124.32	205828.07
COLLECTIONS JULY 2015	-6332.25	199495.82
BALANCES ADDED AUGUST 2015	11815.73	211311.55
COLLECTIONS AUGUST 2015	-3072.36	208239.19
BALANCES ADDED SEPTEMBER 2015	11887.95	220127.14
COLLECTIONS SEPTEMBER 2015	-3638.87	216488.27
BALANCES ADDED OCTOBER 2015	3145.93	219634.20
COLLECTIONS OCTOBER 2015	-9056.25	210577.95
BALANCES ADDED NOVEMBER 2015	6199.90	216777.85
COLLECTIONS NOVEMBER 2015	-3943.87	212833.98
BALANCE ADDED DECEMBER 2015	6369.01	219200.99
COLLECTIONS DECEMBER 2015	-5170.68	214030.31

BOOT COLLECTIONS

STARTING DATE 1-25-12

GOOD THRU 12/31/2015

AMOUNT COLLECTED FOR CITY \$107,371.25

RE TAX \$52,441.75

PP TAX \$41,646.99

UTILITY \$7,107.04

OTHER (DEMO/WEED) \$6,175.47

AMOUNT COLLECTED FOR VAC \$42,053.34

TOTAL \$149,404.59



Commissioner of the Revenue
P. O. Box 956
Emporia, Virginia 23847
TELEPHONE (434) 634-5405

JOYCE E. PRINCE
COMMISSIONER

LISA D. COUNCIL
DEPUTY COMMISSIONER

January 13, 2016

The Honorable Mayor
City Council Members
City Manager

Dear Members of Council:

During the month of December a total of \$36.00 was processed for City Business Licenses.

Transient tax totaled \$92,763.52 for the month of November and processed during December.

Meal tax processed during the month of December totaled \$157,353.84.

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

	<u>November 2014</u>	<u>November 2015</u>
Meal Tax	\$140,306.04	\$157,353.84
Transient Tax	\$ 82,423.15	\$ 92,763.52

Respectfully,

Joyce E. Prince



CITY OF EMPORIA

DEPARTMENT OF INSPECTIONS

**December -2015
Code Enforcement Monthly Report**

Notices Issued

Resolved

Inoperable Vehicles - 2

2 - By Owner

Weeds / Grass - 1

**1- By Owner
0- By City Contractor (Re-Cuts)**

Property Maintenance - 2

2- By Owner

Zoning - 0

0- By Owner

Cases Turned Over To City Attorney – 2

Total Notices Issued – 5

Invoiced Notices- 1

**Weeds / Grass – 0
Inoperable Vehicle- 0
Demolition- 1**

**Total- Weeds / Grass- 0
Inoperable Vehicles- 0
Demolition- 1**

**Weeds & Grass- 0
Inoperable Vehicle- 0
Demolition- \$9650.00**

Total- \$ 9650.00

Signature :

A handwritten signature in black ink, appearing to be "M. J. [unclear]", written over a horizontal line.

Supervisor :

A handwritten signature in blue ink, appearing to be "M. J. [unclear]", written over a horizontal line.

12/21/15

**Emporia Police Department
Arrests by Race**

December 2015

	Black	%	White	%	Other	%
Criminal Arrests	30	86%	4	11%	1	3%
Selective Tickets	170	41%	195	47%	54	13%
Regular Tickets	20	77%	5	19%	1	4%

IBR Offense Counts 12/1/2015-12/31/2015 Emporia Police Department

1	09A-Murder/Nonnegligent Manslaughter
1	11D-Forcible Fondling
1	120-Robbery
2	13A-Aggravated Assault
13	13B-Simple Assault
2	13C-Intimidation
1	200-Arson
2	220-Burglary/Breaking & Entering
6	23C-Shoplifting
3	23F-Theft From Motor Vehicle
6	23H-All Other Larceny
2	26A-False Pretenses/Swindle/Confidence Game
1	26B-Credit Card/Automatic Teller Machine Fraud
4	270-Embezzlement
15	290-Destruction/Damage/Vandalism of Property
2	35A-Drug/Narcotic Violations
1	520-Weapon Law Violations
2	90D-Driving Under the Influence
3	90E-Drunkenness
3	90F-Family Offenses, Nonviolent
1	90I-Runaway
3	90J-Trespass of Real Property
36	90Z-All Other Offenses
	36 Unclassified 90Z

111	Total Offenses Reported
123	Total Incidents Reported

Criminal Arrestees

December 2015

Resident – 26

Non-resident - 9

CONSENT SEARCHES

There were no consent searches conducted in December 2015.

**Noise complaints
December 2015**

Loud Groups on Street – 3	no summons
Loud Music from Vehicle – 1	no summons

Schools

December 2015

W. Richards attended Instructor driving at Crater December 2-3.

J. Romano attended Instructor driving at Crater December 7.

Emporia Animal Control Monthly Report

December 2015

Dogs

On Hand	<u>2</u>
Stray	<u>42</u>
Seized	<u>0</u>
Bite Cases	<u>1</u>
Surrendered by Owner	<u>8</u>
Transferred In	<u>1</u>
Born in Facility	<u>0</u>
DOA	<u>0</u>
Claimed by Owner	<u>8</u>
Adopted	<u>24</u>
Transferred Out	<u>20</u>
Died in Facility	<u>0</u>
Euthanized	<u>0</u>
Remain	<u>2</u>

Cats

On Hand	<u>3</u>
Stray	<u>14</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>1</u>
Claimed by Owner	<u>0</u>
Adopted	<u>7</u>
Transferred Out	<u>9</u>
Died in Facility	<u>0</u>
Euthanized	<u>1</u>
Remain	<u>0</u>

Wildlife

Wild or Fowl	<u>1</u>
DOA	<u>1</u>
Relocate	<u>0</u>
On-Hand	<u>0</u>
Euthanize	<u>0</u>

General

Calls Answered	<u>101</u>
Hours	<u> </u>
Mileage	<u> </u>
Verbal Warning	<u>3</u>
Summons Issued	<u>1</u>
Court Cases	<u>1</u>

Remarks _____

Prepared by: Joey Turner



CITY OF EMPORIA

DEPARTMENT OF INSPECTIONS

2015 Code Enforcement Yearly Report

Notices Issued

Resolved

Inoperable Vehicles - 54

**49 - By Owner
5- By City Contractor**

Weeds / Grass - 108

**68- By Owner
40- By City Contractor**

Property Maintenance - 115

**49 - By Owner

57- Cases Turned Over to City
Attorney
9- Extension of Time Given to
Property owners.**

Zoning - 0

0 - By Owner

Total Notices Issued - 277

Invoiced Notices- 47

**Weeds / Grass - 40
Inoperable Vehicle- 5
Demolition- 2**

**Total- Weeds/ Grass- \$ 10,100.66
Inoperable Vehicles- \$885.00
Demolition- \$ 16,150.00**

Total \$ 27,135.66

Signature :

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

Supervisor :

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

January 4, 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 **December, 2015**. We served a total of **231** civil papers. These are broken down as follows:

<i>Debt</i>	16
<i>Detinue</i>	11
<i>Garnishments</i>	10
<i>Misdemeanor Warrants</i>	12
<i>Notice of Lien</i>	1
<i>Notice</i>	2
<i>Protective Order</i>	6
<i>Subpoena Duces Tecum</i>	3
<i>Show Cause</i>	24
<i>Support Order</i>	7
<i>Summons</i>	117
<i>Transportations</i>	3
<i>Unlawful detainer</i>	18
<i>Writ of Possession and fi fa</i>	2
	1

We collected \$99 Sheriff Fees for the month of **December, 2015**. We had **3 transports** for the month.

Sincerely,

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

Sam C. Brown, Sheriff
City of Emporia

Data Inventory by FDID

Report Period: From 12/01/2015 to 12/31/2015

FDID: 59500

FD Name: Emporia Fire Dept.

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	32	32	0	0	0	32	32
Number Of Fires	0	3	3	0	0	0	0	3
Number Of Structure Fires	0	1	1	0	0	0	1	1
Number Of Civilian Casualites	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	17	17	0	0	0	17	17
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	1	1	0	0	0	1	1

Data Inventory by FDID

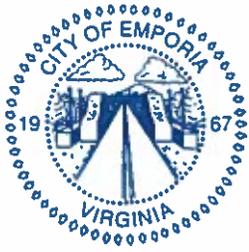
Report Period: From 12/01/2015 to 12/31/2015

REPORT GROUP TOTALS:

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	32	32	0	0	0	32	32
Number Of Fires	0	3	3	0	0	0	0	3
Number Of Structure Fires	0	1	1	0	0	0	1	1
Number Of Civilian Casualites	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	17	17	0	0	0	17	17
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	1	1	0	0	0	1	1



CITY OF EMPORIA

MEMORANDUM

November 25, 2015

TO: The Honorable Mayor and City Council

FROM: Brian S. Thrower, City Manager

SUBJECT: Boards and Commissions – Various Term Expirations

ITEM: 15-98

The City of Emporia has several members on its Boards and Commissions whose terms will expire soon. As such, they are as follows:

Crater District Health Advisory Board – On December 19, 2015 Kristin Vaughan's (3) three-year term on the Crater District Health Advisory Board will expire. Mrs. Vaughan has indicated that she does wish to be considered for reappointment.

Board of Equalization - The one-year terms of Mr. Dennis Allen, Mr. Preston Battle and Mrs. Brenda Brockwell on the City's Board of Equalization have expired. Mr. Allen and Mrs. Brockwell have indicated that they do wish to be considered for reappointment and Mr. Battle has stated that he does not wish to be considered for reappointment. All nominations for the City's Board of Equalization must be provided to Greensville County Circuit Court for consideration and official appointment.

Recommendation

This information is provided to City Council for consideration.

Attachment:

Current Board of Equalization Roster and By-Laws
Crater District Health Advisory Board – By-Laws

BST/tsw

BOARD OF EQUALIZATION - CIRCUIT COURT APPOINTED

Term of Office: 1 Year

(Council Recommendation -30 days Notice – Notify City's assessor of all appointments/updates)

(Limited to nine consecutive terms)

Brenda Brockwell 12/31/2014
418 Laurel Street
Emporia, Virginia 23847
(W) 434/634-2108
(C) 434/634-5151

Dennis Allen 12/31/2014
700 North York Drive
Emporia, Virginia 23847
(H) 434/634-5944

Preston Battle 12/31/2014
207 Lee Street
Emporia, Virginia 23847
(H) 434/348-3565
(W) 434/634-6541

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§ 58.1-3374. Qualifications of members; vacancies; maximum terms.

Except as provided in § [58.1-3371](#) or § [58.1-3373](#), every board of equalization shall be composed of not less than three nor more than five members. All members of every board of equalization shall be residents, a majority of whom shall be freeholders, in the county or city for which they are to serve and shall be selected from the citizens of the county or city. Appointments to the board of equalization shall be broadly representative of the community. Thirty percent of the members of the board shall be commercial or residential real estate appraisers, other real estate professionals, builders, developers, or legal or financial professionals, and at least one such member shall sit in all cases involving commercial, industrial or multi-family residential property, unless waived by the taxpayer. No member of the board of assessors shall be eligible for appointment to the board of equalization for the same reassessment. In order to be eligible for appointment, each prospective member of such board shall attend and participate in the basic course of instruction given by the Department of Taxation under § [58.1-206](#). In addition, at least once in every four years of service on a board of equalization, each member of a board of equalization shall take continuing education instruction provided by the Tax Commissioner pursuant to § [58.1-206](#). Any vacancy occurring on any board of equalization shall be filled for the unexpired term by the authority making the original appointment.

In no case shall a person serve as a member of a board of equalization for more than nine consecutive years, and upon the expiration of such nine consecutive years such person shall not be eligible for reappointment for a period of three years.

(Code 1950, § 58-899; 1979, c. 577; 1983, c. 304; 1984, c. 675; 1995, c. 24; 2003, c. 1036.)

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**BY-LAWS
CRATER DISTRICT AREA AGENCY ON AGING
BOARD OF DIRECTORS**

**ARTICLE I
NAME**

The name of this organization shall be the Board of Directors of Crater District Area Agency on Aging/Foster Grandparents, Inc., hereinafter referred to as the Board.

**ARTICLE II
DEFINITIONS**

- (A) "Crater District" (Planning District 19) includes the Cities of Colonial Heights, Emporia, Hopewell, and Petersburg and the Counties of Dinwiddie, Greensville, Prince George, Surry and Sussex (including the towns within their boundaries), hereinafter referred to as the Jurisdictions.
- (B) "Governing Body" includes the Council of a city or the Board of Supervisors of a county in which the powers of government are vested, by law, in each jurisdiction.
- (C) "Crater District Area Agency on Aging" is the organization established by resolution of the jurisdictions in the Crater District to allow for their joint exercise of powers for services to the aging, hereinafter referred to as CDAAA.
- (D) "Senior Citizens" mean persons 60 years of age and over.

**ARTICLE III
PURPOSE**

The purpose of the Board is to establish policies under which the CDAAA operates, to hire or approve the hiring of paid personnel employed by CDAAA, to approve the award of all contracts and grants and disbursement of funds by CDAAA, to direct the establishment of, approve and monitor the execution of programs for senior citizens in accordance with the desires of their governing bodies, and to serve as the official spokesperson between the CDAAA and their respective jurisdictions.

**ARTICLE IV
MEMBERSHIP**

- (A) The Board of Directors shall consist of nine (9) voting members, one from each jurisdiction served by CDAAA. Ex-officio members may also be appointed ;by the Board of Directors.
- (B) Each member of the Board of Directors will be appointed by the governing body of the jurisdiction that member is to represent.
- (C) Each member of the Board of Directors will recommend to his/her governing body an alternate to be appointed to serve in the member's absence at any meeting of the Board of Directors.
- (D) The length of the term of office of each member of the Board of Directors will be as determined by the appointing governing body.
- (E) Whenever a member of the Board of Directors is no longer able to serve, for whatever reason, the governing body of his/her jurisdiction will appoint a replacement.

ARTICLE IV OFFICERS/DUTIES

Duties and Powers of Officers:

(a) **Chairman:** In addition to the normal recognized and inherent duties and powers of the office, the Chairman signs all acts and orders necessary to carry out the will of the Board.. The Chairman presides over all meetings of the Board, delegates or assigns routine functions to be performed by staff of the CDAAA, and directs the accomplishment of the activities of CDAAA as may be considered necessary and appropriate. In the temporary or prolonged absence of the Executive Director, the chairman will appoint one or more members to oversee the activities of the Agency until the Executive Director returns or is replaced. The Chairman will appoint such committees as deemed necessary to carry out the purpose and duties of the Board of Directors. The Chairman shall request in writing from each Board member their preference(s) regarding sub-committee appointments. In addition, the Chairman performs any other duties not inconsistent with these by-laws.

(b) **First Vice-Chairman:** In the absence of the Chairman, the first Vice-Chairman shall be the acting Chairman to perform all duties and powers of the Chairman. Additionally, the First Vice-Chairman shall serve as the principal advisor to the Agency regarding the operation and management of all the area focal points.

(c) **Second Vice-Chairman:** In the absence of both the Chairman and the First Vice-Chairman, the Second Vice-Chairman shall be the acting Chairman to perform all duties and powers of the Chairman. Additionally, the Second Vice-Chairman shall chair the Personnel Sub-committee of the Board.

(d) **All officers:** The Chairman, First Vice-Chairman, Second Vice-Chairman or a Board member appointed by the Board of Directors are each authorized to approve and countersign disbursements as are deemed to be appropriate and proper in accordance with the will of the Board. In the absence of the Executive Director, the Director of Programs or any two of the officers, as directed by the Chairman, may sign and counter sign all financial documents deemed necessary for the uninterrupted conduct of CDAAA operations.

ARTICLE VI ELECTIONS

The following officers shall be elected by the membership of the Board: Chairman, First Vice-Chairman and Second Vice-Chairman.

(a) Election for officers shall be held bi-annually at the first regular Board meeting in September of odd numbered years. The term of each office shall be for two (2) years commencing at the October Board meeting.

(b) Elections shall be conducted in a meeting at which at least five (5) of the members are present. Election shall be by a majority vote.

(c) Officers shall serve no more than one (1) term, exclusive of any partial term resulting from election of an officer to fill vacancies resulting between bi-annual elections.

(d) If an office becomes vacant for any reason, it shall be filled by an election at the next regular Board meeting having at least five (5) members present.

(e) The Chairman, First Vice-Chairman and Second Vice-Chairman shall rotate among the nine district representatives beginning with the following sequence:

Chairman – Sussex County October 2001-2003
First Vice-Chairman – Petersburg October 2001-2003
Second Vice-Chairman – Colonial Heights October 2001-20003

In October of 2003 and every odd numbered year thereafter, the First Vice-Chairman shall succeed the Chairman and the Second Vice-Chairman shall succeed the First Vice-Chairman's position. The vacant Second Vice-Chairman will be filled by the following line of succession:

Hopewell
 Emporia
 Surry County
 Dinwiddie County
 Prince George County
 Greensville County

If any jurisdiction does not accept the appointment of any officer's position, the next jurisdiction in line of succession shall serve.

(f) Any officer may be removed for cause by a vote of at least six (6) (two-thirds) members of the Board, and if such action passes the Board of Directors, the Executive Director shall notify the jurisdiction.

ARTICLE VII MEETINGS OF THE BOARD

(A) Time and place: Regular meetings of the Board shall be held at a time, date and place set by the Board. Special meetings may be called at the Chairman's discretion or upon petition of at least three (3) Board members. Such meetings will be held not sooner than ten (10) days after all Board members have been notified.

(B) Quorum: Five (5) members of the Board are required to constitute a quorum. However, in the event that Board action results in an adverse decision concerning one (1) or more jurisdictions and the Board member(s) from those jurisdictions are absent, the decision will be forwarded to either the Board member or the governing body of the affected jurisdiction. The affected jurisdiction will have thirty (30) days in which to comment prior to implementation of the decision.

(C) Attendance: Attendance at a Board meeting or its sub-committees shall be permitted by telephonic means and shall constitute towards the requirement of a quorum.

(D) Votes: In electing officers, adopting any plans or approving any proposal, action shall be taken by a majority vote at a meeting at which at least a quorum is present.

(E) Minutes: Minutes of all regular or special meetings of the Board shall be recorded by the CDAAA staff and submitted to the Board for approval at the next meeting. The CDAAA staff shall maintain a file of all approved minutes.

(F) Agenda: A draft agenda for each meeting together with the draft minutes of the last meeting shall be forwarded to each Board member in advance of the next regular meeting for review. Both the agenda and the minutes may be modified or corrected in advance of or during the meeting as deemed appropriate by the Chairman.

ARTICLE VIII FREEDOM OF INFORMATION

The exercise of powers by the Board shall be in compliance with all provisions of the Virginia Freedom of Information Act.

ARTICLE IX
STAFF

The Board shall have the benefit of the services of the professional staff of CDAAA.

2-20-2002 (cgo)

C:\BOD\By-Laws (CDAAA).doc



CITY OF EMPORIA

Memorandum

December 11, 2015

TO: The Honorable Mayor and City Council

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

SUBJECT: EAGLES Scholarship Program

ITEM #: 15-101

Attached is an agreement the City has been asked to execute pertaining to the EAGLES (Emporia and Greensville Leads Everyone to Success) Scholarship Program. The agreement states the following:

“The Emporia City Council and the Greensville County Board of Supervisors have agreed to appropriate \$10,000 each per budget year to fund the program. The localities will each make two payments of \$5,000 to the SVCC Foundation by October 1 and February 1 of each fiscal year beginning FY16.

Advertising of the E.A.G.L.E.S Scholarship to high school seniors for the upcoming fall semester will begin as early as January 1. Therefore, should either locality not appropriate full funding for the program, the locality agrees to notify SVCC and the partnering locality in writing prior to advertising. For example, the graduating class of 2016 will be notified of the scholarship program in January 2016. Should one of the localities not commit to appropriate the full \$10,000 in the FY17 budget, notification will need to be made by January 1, 2016.”

Greensville County approved this agreement at its December 7, 2015 meeting. You also approved \$10,000 for this program in the current year (FY16) budget.

Recommendation

Should you choose to approve the attached agreement, you are committing to appropriate \$10,000 for this program in the FY17 budget and every year thereafter unless notification is sent to SVCC and Greensville County prior to January 1st of that year. Given the fact that you would be approving a reoccurring budget request from an external organization outside of the normal budgeting process, I do not recommend you approve the agreement or funding. Approving discretionary requests such as this outside of the normal budgeting process is unfair to other external organizations and City departments who have to compete for funding during the budgeting process.

Attachments

Proposed Agreement

E.A.G.L.E.S. Scholarship Program
(Emporia and Greenville Leads Everyone to Success)
Administrative Agreement

PURPOSE

Students graduating from Greenville County High School after 2014 qualify to benefit from the E.A.G.L.E.S. Scholarship. The E.A.G.L.E.S. Scholarship will allow students to attend SVCC free of tuition and fee charges for up to two consecutive semesters.

ELIGIBILITY

Students must have received a High School diploma from Greenville County High School. The student must attend SVCC within the year immediately following high school graduation. Students must complete all steps of the application process below.

FUNDING

The Emporia City Council and the Greenville County Board of Supervisors have agreed to appropriate \$10,000 each per budget year to fund the program. The localities will each make two payments of \$5,000 to the SVCC Foundation by October 1 and February 1 of each fiscal year beginning FY 16.

Advertising of the E.A.G.L.E.S. Scholarship to high school seniors for the upcoming fall semester will begin as early as January 1. Therefore, should either locality not appropriate full funding for the program, the locality agrees to notify SVCC and the partnering locality in writing prior to advertising. For example, the graduating class of 2016 will be notified of the scholarship program in January of 2016. Should one of the localities not commit to appropriate the full \$10,000 in the FY17 budget, notification will need to be made by January 1, 2016.

REPORTING

SVCC will provide the City and County with semiannual expenditure and balance reports in October and March of each Fiscal year. The report will list a beginning balance, individual students (names not required, a number is sufficient) with expenses, and an ending balance.

APPLICATION PROCESS

To be considered for a scholarship, all applicants must complete the following application process:

1. Complete the SVCC Foundation on-line scholarship application.
2. The financial Aid Form (FAFSA) must be filed with the SVCC'S Financial Aid Office.
3. All applicants must complete the SVCC admission process and be program placed.

APPROVED

Greenville County

Robbie Pecht, President

Date

Date

City of Emporia

Date



CITY OF EMPORIA

Memorandum

January 14, 2016

TO: The Honorable Mayor and City Council

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

SUBJECT: Rezoning Request – The Norwood Estate Property

ITEM #: 16-01

The City of Emporia is seeking to rezone the Norwood Estate property located alongside U.S. 58 to I-2 Industrial District. The property is identified as tax map parcel number 166-A-0-1A and is currently zoned R-1 Residential District. The property is both wooded and used for agricultural purposes. It abuts and is adjacent to parcels that are zoned both residential (R-1 and R-2) and industrial (I-2).

The property is currently zoned R-1 Residential District. According to Section 90-71 (a) of the City's Zoning Code "R-1 districts shall be quiet, low density residential areas plus certain open spaces where similar residential development appears likely to occur. Regulations for the district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life and to prohibit all activities of a commercial nature. To these ends, development shall be limited to relatively low concentration, and uses are limited basically to single unit dwellings providing homes for the residents plus certain additional uses as schools, parks, and churches, and certain public facilities that serve the residents of the district."

As stated above, the City of Emporia is seeking to rezone this property to I-2 Industrial District. Per Section 90-79 (a) of the City's Zoning Code "I-2 industrial districts shall be utilized for the establishment of heavy commercial and industrial operations where the use of land may create some nuisance and the operations are not properly associated with, nor particularly compatible with, residential, institutional and neighborhood commercial service establishments. The specific intent of this I-2 district is to:

- (1) Encourage the construction of and the continued use of the land for heavy commercial and industrial purposes;
- (2) Prohibit residential neighborhood commercial use of the land and to prohibit any other use which would substantially interfere with the development, continuation, or expansion of commercial and industrial uses in the district; and

- (3) To encourage the discontinuance of existing uses that would not be permitted as new uses under the provisions of this chapter.

Any development within the I-2 district shall be designed to promote harmonious relationships with surrounding adjacent and nearby properties, developed and undeveloped, and to this end may employ such design techniques as may be appropriate to a particular case, including location of permitted elements, orientation, spacing and setback of buildings, maintenance of natural vegetation, location of access points, size and location of signs, open spaces, and parking areas, grading, landscaping and servicing....”

According to the City’s 2015-2035 Comprehensive Plan, this property and the properties to the immediate right are designated as “Industrial” in the Future Land Use Map (see attached). The Planning Factors Map (see attached) also designates this area as a “potential industrial growth area.” The Comprehensive Plan describes Industrial as “areas intended for a wide variety of industrial operations, including the production, processing, packaging or treatment of manufactured products and materials, warehousing, wholesaling, light manufacturing, and processing operations, as well as associated office development and support facilities. Sites that are sufficiently separated from existing population centers can accommodate more intense forms of industrial use. It is the intention of this category to preserve these lands for industrial use only and to exclude new residential or commercial development except for certain appropriate adjuncts to industrial operations.”

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 (see attached) 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 factor applicable to this request involves the Comprehensive Plan. In terms of the Comprehensive Plan Future Land Use Map, this parcel and parcels in the immediate area are designated as “Industrial.” The Planning Factors Map also designates this parcel and parcels in the immediate area as a “potential industrial growth area.” The Plan further states, “Although Emporia enjoys a diverse economy, growth prospects for the surrounding area will hinge on the community’s ability to retain and attract industry...” Moreover, the Priority Items section of the Plan states “develop an industrial and commercial development strategy with particular focus on acquisition of new parcels for development.”

You have also identified Economic Development as a Strategic Priority in your Strategic Plan adopted May 6, 2014 (see attached). Specifically, the Strategic Plan states “Identify properties in Emporia that we can develop or enhance to be attractive for potential business and purchase land for future development as appropriate.”

Given the reasons outlined above, I recommend you rezone this property to I-2 Industrial District. The Planning Commission also recommended (7 to 0) you rezone this property to I-2 Industrial District at its January 12, 2016 meeting.

Attachments

Zoning and Aerial Maps

Tax Map Sheet 166-A-0-1A

Sec. 90-71 R-1 Residential District

Sec. 90-72 R-2 Residential District

Sec. 90-79 I-2 Industrial District

Comprehensive Plan Future Land Use Map

Comprehensive Plan Planning Factors Map

Comprehensive Plan Industrial Use Designation Description

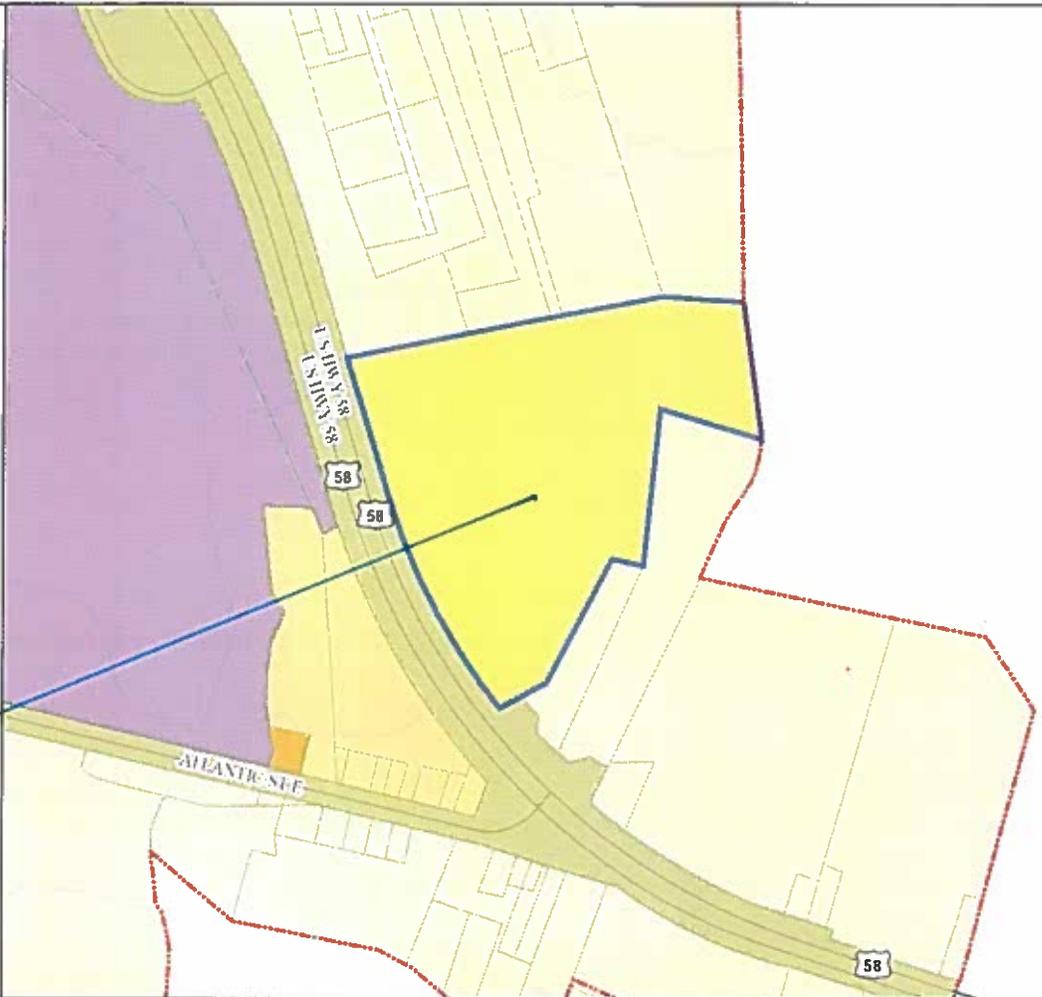
Comprehensive Plan Priority Items – Economic Development

State Code Section 15.2-2284 – Rezoning Considerations

Emporia City Council Strategic Priorities – Economic Development

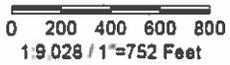
Legend

- City Boundary
- Parcels
- Rights of Way
- Site Addresses
- Road Centerlines
- Zoning**
- DT DOWNTOWN
- C-1 GENERAL COMMERCIAL
- C-2 AUTO COMMERCIAL
- I-1 INDUSTRIAL
- I-2 INDUSTRIAL
- R-1 SINGLE FAMILY
- R-2 SINGLE FAMILY
- R-3 MULTI-FAMILY
- Streams and Rivers
- Water Bodies



Norwood
Property

Feet



Title: 166-A-1A

Date: 1/5/2016

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.

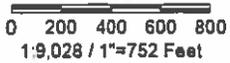
Legend

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



Norwood
Property

Feet



Title:

Date: 1/5/2016

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.

Emporia, Virginia

Map Pin	Tax Map Number	Address	Deed Book Reference
166-A-1A	166 -A -0 -1A	0 EAST ATLANTIC STREET Emporia, Va 23847	DB60 P547

Owner Information	
Owner	NORWOOD GEORGE M ESTATE C/O NANCY N DREWRY
Owner's Address:	907 FOREST LN SOUTH HILL VA 23970

Summary

Property Information			
Residential	No Data	Well	No Data
Commercial	No Data	Spring	No Data
Class	01	Paved Road	No Data
Zone	R1 SINGLE FAMILY	Improvement Value	0
Property Use	VACANT	Land Value	85500
Description Land Area	No Data	Sale Price	No Data
Size Main Land Area	0	Sale Date	No Data
Computed Main Land Area	0	Account Number	258041
Public Water	No Data	Dirt Road	No Data
Public Sewer	No Data	Road	No Data
Septic System	No Data	Sidewalk	No Data
Underground Utility	No Data	Topography	+ GRADE
Gutter	No Data		

Improvement Information			
Year Built	No Data	Split Foyer	No Data
Year Remodeled	No Data	Central Heat	No Data
Year Assessed	2015	Central Air	No Data
Number Stories	0.0	Roof Type	ASBESTOS
Number Rooms	0	Exterior Type	ALUM/STONE
Number Bedrooms	0	Basement Type	3/4
Number Bathrooms	0	Exterior Condition	A/F
Number Fireplaces	0	Foundation Type	BR&CB
Number Chimneys	0	Floor Type	CAR/VIN
Split Level	No Data	Wall Type	BRICK
Building Description	No Data	Heat Fuel Type	EL BB
Square Footage	0	Subdivision	ATLANTIC ST. EAST

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 which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as City of Hampton expressly disclaims any liability for loss or damage arising from the use of said information by any third party.

Previous Owner			
Previous Owner 1		Previous Owner 2	
Previous Owner	No Data	Previous Owner	No Data
Datebase Reference	No Data	Datebase Reference	No Data
Previous Owner's Address	No Data	Previous Owner's Address	No Data
Date of Transfer	No Data	Sale Price	No Data
Sale Price	No Data		

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 which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as City of Hampton expressly disclaims any liability for loss or damage arising from the use of said information by any third party.

Sec. 90-71. - R-1 residential district.

- (a) *Purpose and intent.* R-1 districts shall be quiet, low density residential areas plus certain open spaces where similar residential development appears likely to occur. Regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life and to prohibit all activities of a commercial nature. To these ends, development shall be limited to relatively low concentration, and uses are limited basically to single unit dwellings providing homes for the residents plus certain additional uses as schools, parks, and churches, and certain public facilities that serve the residents of the district.
- (b) *Uses permitted.* Uses permitted in an R-1 residential district are as follows:
- (1) Single-family dwellings.
 - (2) Churches, schools, parish houses and Sunday schools.
 - (3) Parks and playgrounds.
 - (4) Home occupations.
 - (5) Gardens, greenhouses, and nurseries for propagation and culture only with no sales facilities.
 - (6) Public utilities with conditional use permits.
 - (7) Bed and breakfast house with conditional use permit.
 - (8) Unlicensed family day homes.
 - (9) Licensed family day homes with conditional use permits.
- (c) *Height regulations.* Buildings in the R-1 residential district may not be erected more than 35 feet in height without prior approval of the city planning commission.
- (d) *Area regulations.* The minimum lot area for permitted uses in the R-1 district shall be 8,000 square feet.
- (e) *Lot coverage.* Buildings, including accessory uses in the R-1 district, shall not cover more than 30 percent of the area of the lot.
- (f) *Setback regulations.* The front setback line in the R-1 district shall be located 25 feet from any street right-of-way.
- (g) *Width regulations.* The minimum lot width at the setback line in the R-1 district shall be 75 feet.
- (h) *Yard regulations.* Yard regulations in an R-1 district shall be as follows:
- (1) *Side.* The minimum total width of the side yards for each main structure shall be 20 feet, with no one side yard being less than ten feet.
 - (2) *Rear.* Each main structure shall have a minimum rear yard of 25 feet.
- (i) *Parking.* Off-street parking in an R-1 district shall be provided as specified in this chapter.
- (j) *Signs.* Signs in an R-1 district may be erected as provided in this chapter.
- (Code 1972, § 24-23; Ord. No. 97-9, 9-2-97; Ord. No. 99-10, 9-21-99)

Sec. 90-72. - R-2 residential district.

- (a) *Purpose and intent.* R-2 districts shall be composed of quiet, residential areas plus certain open areas where similar residential development appears likely to occur. The regulations of this R-2 district are designed to stabilize and protect the essential characteristics of the R-2 district, to

promote and encourage a suitable environment for family life, and to prohibit all activities of a commercial nature. Development shall be limited to single unit dwellings, providing homes for the residents plus certain additional uses such as schools, parks, churches, and certain public facilities.

- (b) *Uses permitted.* Uses permitted in an R-2 residential district are as follows:
- (1) All uses permitted in R-1 districts.
 - (2) Libraries and museums.
 - (3) Nonpublic clubs, lodges (except those of which the chief activities are customarily carried on as a business), subject to approval by the planning commission.
 - (4) Bed and breakfast houses with a conditional use permit.
- (c) *Height regulations.* Buildings in an R-2 district may not be erected more than 35 feet in height without prior approval of the city planning commission.
- (d) *Area regulations.* The minimum lot area in an R-2 district for single-family dwellings shall be 6,000 square feet.
- (e) *Lot coverage.* Buildings in an R-2 district, including accessory uses, shall not cover more than 35 percent of the lot area.
- (f) *Setback regulations.* The front setback line in an R-2 district shall be located 25 feet from any street right-of-way.
- (g) *Width regulations:* The minimum lot width at the setback line in an R-2 district shall be 60 feet.
- (h) *Yard regulations.* Yard regulations in an R-2 district shall be 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 minimum rear yard of 25 feet or more.
- (i) *Parking.* Off-street parking space in an R-2 district shall be provided as specified in this chapter.
- (j) *Signs.* Signs in an R-2 district may be erected as provided in this chapter.
- (Code 1972, § 24-24; Ord. No. 99-10, 9-21-99)

~~Sec. 90-79. - I-2 industrial district.~~

- (a) *Purpose and intent; permit required.* I-2 industrial districts shall be utilized for the establishment of heavy commercial and industrial operations where the use of land may create some nuisance and the operations are not properly associated with, nor particularly compatible with, residential, institutional and neighborhood commercial service establishments. The specific intent of this I-2 district is to:
- (1) Encourage the construction of and the continued use of the land for heavy commercial and industrial purposes;
 - (2) Prohibit residential neighborhood commercial use of the land and to prohibit any other use which would substantially interfere with the development, continuation, or expansion of commercial and industrial uses in the district; and
 - (3) To encourage the discontinuance of existing uses that would not be permitted as new uses under the provisions of this chapter.

Any development within the I-1 district shall be designed to promote harmonious relationships with surrounding adjacent and nearby properties, developed and undeveloped, and to this end may employ such design techniques as may be appropriate to a particular case, including location of permitted elements, orientation, spacing and setback of buildings, maintenance of natural vegetation, location of

access points, size and location of signs, open spaces, and parking areas, grading, landscaping and servicing. Before a building permit shall be issued or construction commenced on any permitted uses in this I-2 district, or a permit issued for a new use, an engineering report including the plans, in sufficient detail to describe the operation, processes, and probable impact, shall be submitted to the zoning administrator for study. The administrator may refer the report to the planning commission for its recommendation. Modification of the report may be required. Landscaping may be required within any established or required front setback area. Such landscaping shall be of durable materials and shall not impose excessive maintenance requirements on the property owner or owners, nor impede the use of the premises or safe flow of vehicle traffic. If the administrator finds that the outside storage of raw or in process materials, supplies, finished or semifinished products manufactured on the premises would impede the use of or have a severely adverse impact on adjacent property, then the administrator may require such materials to be partially or fully screened from view from the adjoining property. Acceptable screening materials include, but are not limited to a solid masonry wall, a uniformly painted solid board fence, or an evergreen hedge. The administrator shall act on any application received within 30 working days after receiving the application. If formal notice in writing is given to the applicant the time for action may be extended for a ten-day period. Failure on the part of the administrator to act on the application within the established time limit shall be deemed to constitute approval of the application.

(b) *Uses permitted.* Permitted uses in an I-2 district are as follows:

All uses permitted in I-1 districts.

Accessory uses as defined.

Asphalt mixing plant.

Boiler shops.

Brick manufacture.

Conservation areas.

Crushed stone operations with conditional use permit.

Fertilizer manufacture.

Game preserves.

Junk storage (screened).

Meat, poultry and fish processing.

Paper and pulp manufacture.

Petroleum refining, including byproducts.

Petroleum storage.

Public utility generating, booster or relay stations, transformer substations, transmission lines and towers and other distribution facilities for the provision and maintenance of public utilities, including railroads and facilities, electric, telephone and water and sewerage installations.

Sand and gravel operations with conditional use permit.

Sawmills and planing mills.

Telecommunications towers.

Thermal demolition operations.

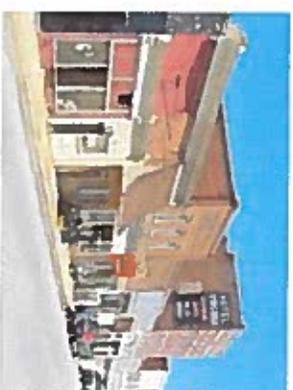
Truck terminals.

Wood preserving operations.

- (c) *Height regulations.* Buildings in an I-2 district may not be erected more than 35 feet in height without prior approval of the city planning commission.
- (d) *Area regulations.* For permitted uses utilizing individual sewage disposal systems, the required area in an I-2 district for any such use shall be approved by the health official.
- (e) *Lot coverage.* Buildings or groups of buildings with their accessory buildings in an I-2 district may cover up to 70 percent of the area of the lot.
- (f) *Setback regulations.* The front setback line in an I-2 district shall be located 25 feet or more from any street right-of-way.
- (g) *Width regulations.* Width regulations in an I-2 district are not applicable.
- (h) *Yard regulations.* For permitted uses, the minimum side yard and rear yard in an I-2 district adjoining or adjacent to a residential district shall be 50 feet. Landscaping of corner lots shall be limited to plantings, fences, or other landscaping features of no more than three feet in height within the space between the setback line and the property line on the street side of the lot.
- (i) *Parking.* Off-street parking space in an I-2 district shall be provided as specified in article V of this chapter.
- (j) *Signs.* Signs in an I-2 district may be erected as provided in article V of this chapter.

(Code 1972, § 24-30; Ord. No. 99-10, 9-21-99; Ord. No. 03-20, § 2, 5-20-03)

2015-2035



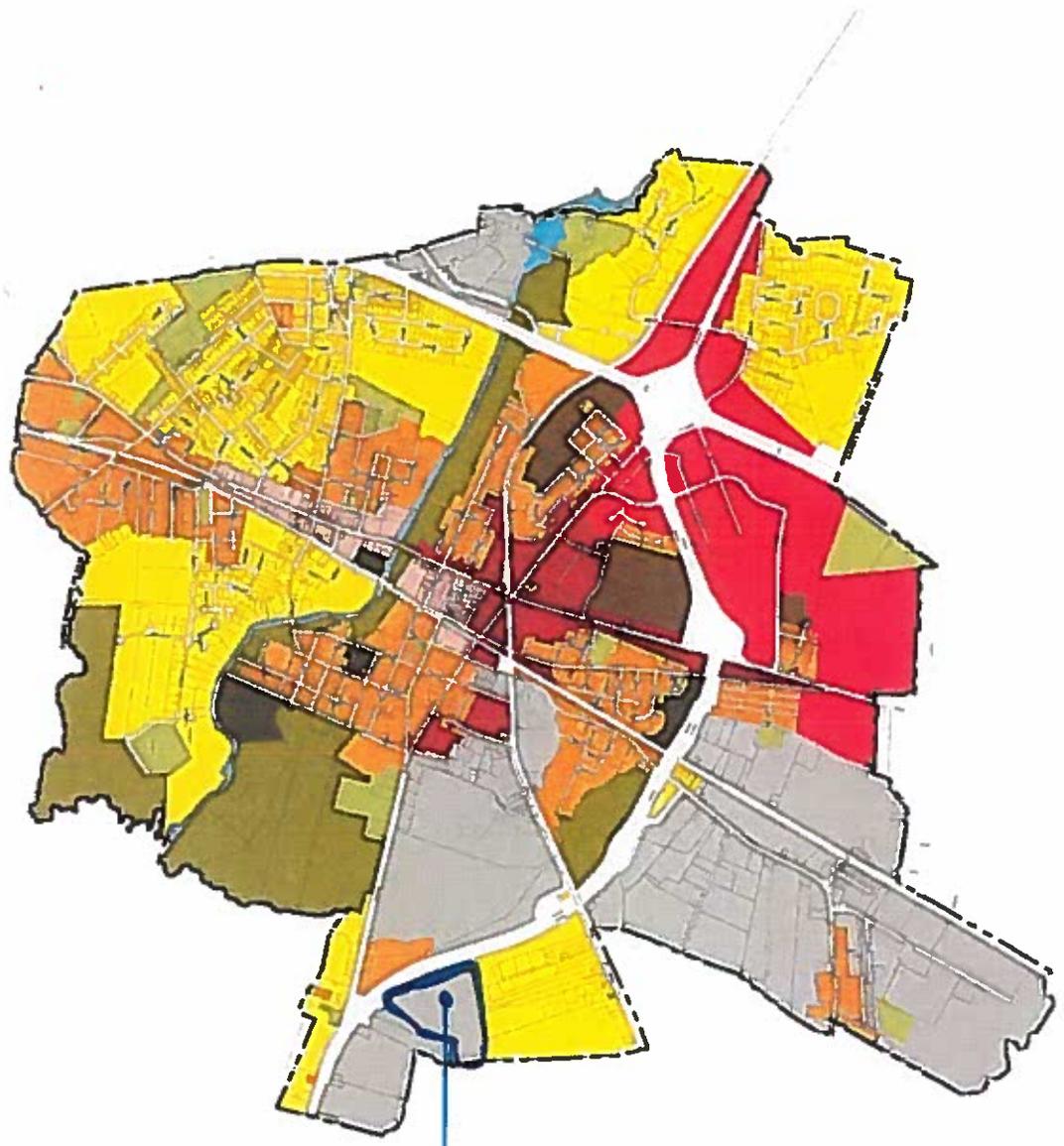
**CITY OF EMPORIA, VA
COMPREHENSIVE PLAN**

FUTURE LAND USE

COMPREHENSIVE PLAN STUDY
CITY OF EMERALDA, VIRGINIA

- LEGEND**
- Residential
 - LOW DENSITY
 - MEDIUM DENSITY
 - HIGH DENSITY
 - Commercial
 - OFFICE, EDUCATIONAL,
 - RETAIL & SERVICE
 - GOVERNMENT / MIXED-USE
 - Industrial
 - Industrial
 - Industrial
 - Industrial
 - Industrial
 - Public & Open Space
 - COMMUNITY FACILITIES
 - CONSERVATION / OPEN SPACE
 - Parks & Recreation

*Northwood
Property*



scale growth near the Interstate-95 and Route 58 intersection have taken away much of the business that once flourished in and around these corridors.

Because of this changing economic picture, continued transition along the older corridors should be anticipated and planned for. These corridor merchants, like those of the downtown district, must adapt and identify new market approaches. In the near term, this could include continued emphasis on serving convenience needs of adjoining neighborhoods and thru-traffic, while also exploring new business opportunities and venues. Possible new approaches could include infill office development, home occupations, and specialty service and retail development suited for such a thoroughfare.

INDUSTRIAL USES

Industrial uses are a catalyst for other types of development. The future Land Use Plan establishes a single category for industrial development. Areas intended for a wide variety of industrial operations, including the production, processing, packaging or treatment of manufactured products and materials, warehousing, wholesaling, light manufacturing, and processing operations, as well as associated office development and support facilities. Sites that are sufficiently separated from existing population centers can accommodate more intense forms of industrial use. It is the intention of this category to preserve these lands for industrial use only and to exclude new residential or commercial development except for certain appropriate adjuncts to industrial operations.

Designated Areas of Industrial Use

Over the next twenty years, industrial growth will continue to play an important role in shaping Emporia's future. This will be particularly true of the City's surrounding environs, where larger, more favorable sites for industry are generally located. Although Emporia enjoys a diverse economy, growth prospects for the surrounding area will hinge on the community's ability to retain and attract industry.

General industrial development is currently located along the east-west running railroad corridor east of Halifax Street and the Reese Street corridor. Existing and future industrial uses are likely to occur in this northeastern quadrant of the City.

PUBLIC AND OPEN SPACE USES

Public and open space uses are classified into the following three (3) categories:

1. Community Facilities

Areas which serve the functional, civic, and institutional needs of the City and surrounding area; including schools, cemeteries, churches, fraternal organizations and clubs, and other municipal buildings and lands. Parks and open space areas dedicated primarily to active or passive recreational use, including both public and private facilities. The community facilities throughout Emporia are well distributed and adequately serve the public, with municipal functions being concentrated in the downtown area.

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

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.

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	<p>Implement a business recruitment initiative/marketing process that includes written/electronic materials</p> <ul style="list-style-type: none"> • Ensure that we know what we are marketing • Consider whether a slogan/brand would be helpful to us • Individualize our marketing strategy as part of the comprehensive regional marketing/ strategic effort • Consider whether we should contract with a firm to do a retail recruitment study
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 21st century employers.

7	<p>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</p> <p>Potential discussion areas/needs:</p> <ul style="list-style-type: none"> • Identify ways in which we need to be supportive at the State level • Need for a coordinator to enhance parental involvement in the schools • Develop a work ethics curriculum to be implemented at the 9th grade level • Guidance counselors should track each 8th grader throughout high school • Track GPAs to ensure college readiness • CCAM integration with the schools
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CITY OF EMPORIA

Memorandum

January 14, 2016

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Sexual Assault Program – Appropriation Ordinance
ITEM #: 16-02

The City receives grant funds from the Department of Criminal Justice Services (DCJS) for our Sexual Assault Program on an annual basis. We have received notification that DCJS has approved an additional grant award in the amount of \$11,403 for the period ending December 31, 2016. As such, you will need to appropriate these additional funds into the FY16 Operating Budget via the attached appropriation ordinance.

Recommendation

I recommend that you adopt the attached ordinance.

Attachment

Ordinance

Ordinance No. _____

Ordinance

An Ordinance To Appropriate The Sum Of \$11,403.00 In Grant Funds From The Department of Criminal Justice Services For The Sexual Assault Program

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

- 1. That the sum of \$11,403.00 in grant fund revenue from the Department of Criminal Justice Services 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 Fiscal Year 2015-2016 Operating Budget as the sum of \$11,403.00 in anticipated General Fund Revenues and the sum of \$11,403.00 appropriated to General Fund Expenditures for our Sexual Assault Program.
- 3. This ordinance shall be in effect on and after its adoption.

Adopted: January 19, 2016

City of Emporia, Virginia

By _____
Mary L. Person
Mayor

Attest:

Form Approved:

City Clerk

City Attorney



CITY OF EMPORIA

Memorandum

January 14, 2016

TO: The Honorable Mayor and City Council

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

SUBJECT: Domestic Violence Prevention and Services Program – Appropriation Ordinance

ITEM #: 16-03

The City receives grant funds from the Department of Social Services (DSS) for our Domestic Violence Prevention and Services Program on an annual basis. We have received notification that DSS has approved additional funding in the amount of \$6,449 for FY16. As such, you will need to appropriate these additional funds into the FY16 Operating Budget via the attached appropriation ordinance.

Recommendation

I recommend that you adopt the attached ordinance.

Attachment

Ordinance

Ordinance No. _____

Ordinance

An Ordinance To Appropriate The Sum Of \$6,449.00 In Grant Funds From The Department of Social Services For The Domestic Violence Prevention and Services Program

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

1. That the sum of \$6,449.00 in revenue from grant funds from the Department of Social Services 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 Fiscal Year 2015-2016 Operating Budget as the sum of \$6,449.00 in anticipated General Fund Revenues and the sum of \$6,449.00 appropriated to General Fund Expenditures for our Family Violence Prevention Program.
3. This ordinance shall be in effect on and after its adoption.

Adopted: January 19, 2016

City of Emporia, Virginia

By _____
Mary L. Person
Mayor

Attest:

Form Approved:

City Clerk

City Attorney



MEMORANDUM

January 14, 2016

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager
SUBJECT: Boards and Commission – Various Term Expirations
ITEM: 16-04

The City of Emporia has several members on its Boards and Commissions whose terms will expire soon. As such, they are as follows:

John Tyler-Alcohol Safety Action Program - On January 19, 2016 Mr. Todd Anderson's three (3) year term on the John Tyler-Alcohol Safety Action Program will expire. Mr. Anderson has indicated that he does not wish to be considered for reappointment.

Economic Development Authority - On February 28, 2016 Ms. Ruth Tillar, Mr. Robert Grizzard and Mr. David Bland's four (4) year term on the City of Emporia's Economic Development Authority will expire. Mr. Grizzard and Mr. Bland both have indicated that they wish to be considered for reappointment. Ms. Ruth Tillar has indicated that she does not wish to be considered for reappointment.

Airport Commission - On February 28, 2016 Mr. Boyce Wornom, Mr. Charles Grigg, Jr., Mr. Ted Lee and Ms. Dale Temple's four (4) year term on the City of Emporia's Airport Commission will expire. All have indicated that they do wish to be considered for reappointment.

Citizens Advisory Board – On February 28, 2016 Mr. Lloyd Ligon, Jr., Mr. James Williams, Mr. John Kinsey, Mr. Joel Claiborne, Jr., Mr. Jason Slagle, Ms. Cecelia Allen and Ms. Gale Wyche's (2) two year term on the City of Emporia's Citizens Advisory Board will expire. These seven individuals have served the maximum length of time and are not eligible to be reappointed.

Recommendation:

This information is provided to City Council for consideration.

Attachment:

Bylaws

Current Roster

BST/tsw

JOHN TYLER - ALCOHOL SAFETY ACTION PROGRAM (ASAP)

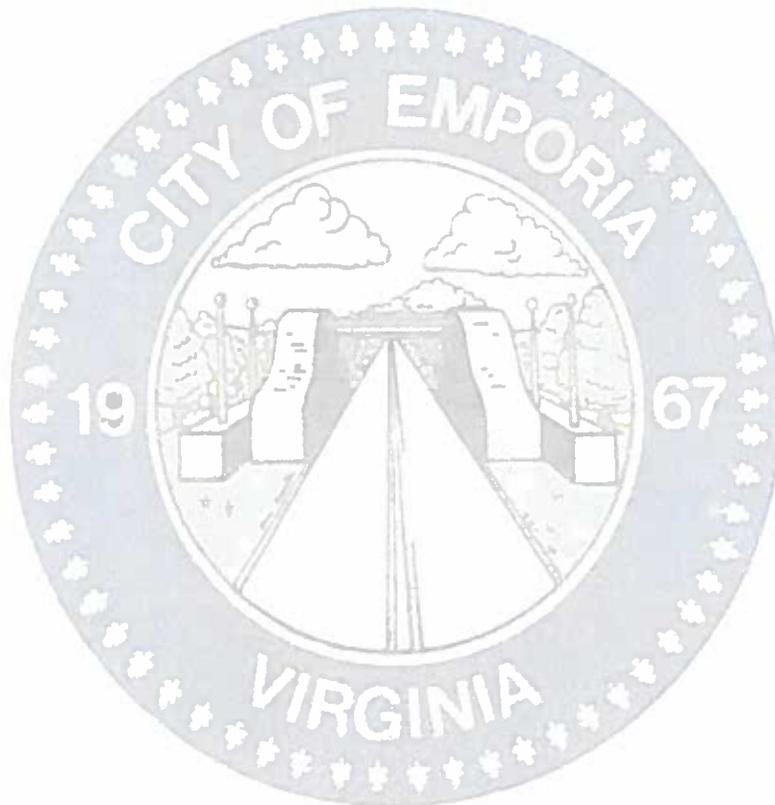
Term of Office: 3 Years

Contact: Vickie Kesler, Executive Director (804-796-4281 4211 Old Hundred Rd.)

Todd C. Anderson
310 Budd Street
Emporia, Virginia 23847
(W) 434/634-2121

Captain

01/19/2016



Resolution for the John Tyler Alcohol Safety Action Program

**Resolution Affirming The City Of Emporia Endorsement Of
An Independent Policy Board For The John Tyler Alcohol
Safety Action Program**

WHEREAS, the Commonwealth of Virginia, in the interest of highway safety, has enacted laws to create programs for probation, education, and rehabilitation of persons convicted of driving motor vehicles under the influence of alcoholic beverages and other self-administered drugs. These programs are known as Alcohol Safety Action Programs or ASAPs; and

WHEREAS, since 1979, the local program "John Tyler Alcohol Safety Action Program" has been serving the Cities of Colonial Heights, Emporia, Hopewell, Petersburg and the Counties of Chesterfield, Dinwiddie, Greensville, Henrico, Powhatan, Prince George, Surry and Sussex, providing probation, education, and rehabilitation of person charged in violation of Virginia Code Section 18.2-266, and providing other services approved by the Commission on VASAP; and

WHEREAS, Sections 18.2-271 and 18.2-271.2 of the Code of Virginia establish a Commission on VASAP; said Commission to establish procedures for the operation of local ASAP programs; and April 3, 1987, said Commission issued directives that all local ASAP programs would establish and implement an independent Policy Board, representative of localities served , to operate the program; and

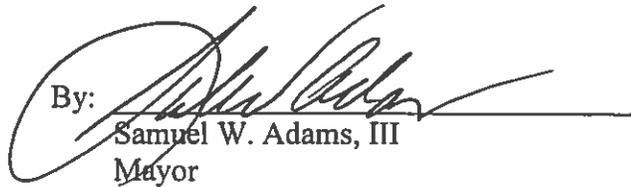
NOW, THEREFORE, BE IT RESOLVED that, the City of Emporia hereby affirms its position as a participating locality in the John Tyler Alcohol Safety Action Program, herein called the Program, endorses the continuation of an independent Policy Board, and agrees to the following:

1. The Policy Board consists of at least seven (7) but not more than fifteen (15) members.
2. Each city and county governing body shall appoint one (1) member to serve as a representative to the John Tyler ASAP Policy Board for a term of three (3) years; and additional Policy Board members shall be elected according to the Policy Board's by-laws. Membership not appointed by the governing bodies of represented jurisdictions, at the discretion of the Board, shall be selected or elected from but not limited to the judiciary, the bar, law enforcement, education, treatment professionals and other interested groups such as local transportation safety commissions. Vacancies which occur on Board shall be filled by majority vote of the remaining Board Members from nomination of other Board Members and participating governing bodies of the jurisdiction.

3. A Chair, Vice Chair and Secretary shall be elected in accordance with the by-laws. The Program's Executive Director shall serve an ex-officio member without voting power.
4. The Policy Board shall hire and supervise the Program's Executive Director. The Executive Director shall be responsible to implement operational policies for the Program, hire and supervise staff for the Program and control all revenues and expenditures. The Executive Director shall serve at the pleasure of the Policy Board.
5. The program shall be operated by the Board in compliance with the VASAP Commission Policies and Procedures and in conjunction with requirement of the local administrative and fiscal agency;
6. Each fiscal year, the Executive Director shall prepare a budget and submit it for approval to the John Tyler ASAP Policy Board the Commission on VASAP. The VASAP Commission shall be responsible for funding any deficit occurring in the operation of John Tyler ASAP;
7. An annual report shall be prepared under the supervision of the Policy Board indicating the activities of John Tyler ASAP;
8. This agreement shall remain in effect continuously from year to year until termination either by the John Tyler ASAP Policy Board, local jurisdiction, or the Commission on VASAP. Participating cities or counties may withdraw at any time by official action of its governing body and appropriate notice to the John Tyler ASAP Policy Board. If a locality withdraws, its representatives shall no longer serve on the John Tyler ASAP Policy Board; and
9. The Program may acquire and own real property and personal property as approved by the Policy Board for the Program's operation. Title to such property shall be vested in the Program. Should the Program cease to operate, all property shall be disposed of pursuant to applicable provisions of the Virginia Code. The Policy Board may seek the advice of the Commission on VASAP and the Attorney General. It is the intent of this resolution that the Program's assets, upon either partial or complete dissolution of the Program, shall be divided amongst the participating localities at the time of dissolution in the same proportion as the clients served from that locality.

Adopted: January 19, 2010

City of Emporia, Virginia

By: 
Samuel W. Adams, III
Mayor

Attest:


Lori R. Jarratt
Interim City Clerk

ECONOMIC DEVELOPMENT AUTHORITY

Term of Office: 4 Years

William S. Newsome 02/28/2018
503 Jefferson Street
Emporia, Virginia 23847
(H) 434/634-3641
(W) 434/634-5141

David Webb 02/28/2019
200 Tall Oaks Drive
Emporia, Virginia 23847
(H) 434/348-9117

Vincent Lowery 02/28/2017
622 Clay Street
Emporia, Virginia 23847
(H) 434/634-9956

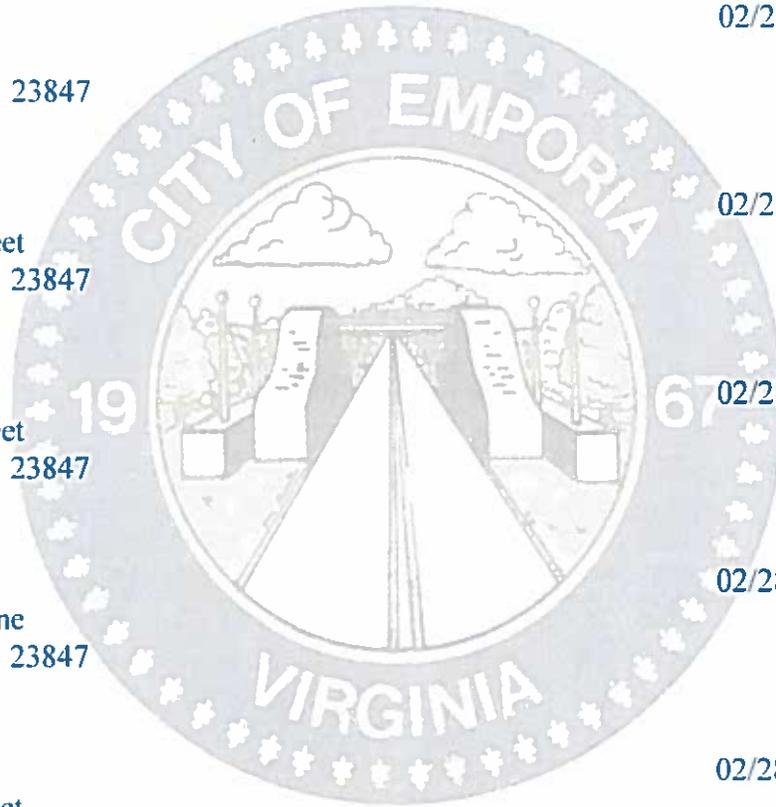
Gloria Robinson 02/28/2017
801 Peachtree Street
Emporia, Virginia 23847
(H) 434/348-7367

Ruth W. Tillar 02/28/2016
703 Peachtree Street
Emporia, Virginia 23847
(H) 434/634-2677

Robert Grizzard 02/28/2016
612 Edgewood Lane
Emporia, Virginia 23847
(H) 434/634-4553

David Bland 02/28/2016
510 Peachtree Street
Emporia, Virginia 23847
(H) 434/634-9744

Lori R. Jarratt Secretary
201 South Main Street
Emporia, Virginia 23847



ECONOMIC DEVELOPMENT AUTHORITY *(Continued)*

C. Butler Barrett
522 Peachtree Street
Emporia, Virginia 23847
(H) 434/634-5038
(W) 434/634-2167

Attorney



ARTICLE II. - ECONOMIC DEVELOPMENT AUTHORITY^[2]

Footnotes:

-- (2) --

Editor's note—Ord. No. 15-32, adopted Sept. 1, 2015, changed the title of Art. II from "Industrial Development Authority" to read as set out herein.

Sec. 22-31. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

The authority means the Economic Development Authority of the City of Emporia, Virginia.

(Code 1972, § 2-146; Ord. No. 15-32, 9-1-15)

State Law reference— Code of Virginia, § 15.2-4902, Definitions.

Sec. 22-32. - Created.

- (a) There is hereby created a political subdivision of the commonwealth with such public and corporate powers as are set forth in the Industrial Development and Revenue Bond Act, including such powers as may be set forth from time to time in the state law.
- (b) The name of the political subdivision created hereby shall be the Economic Development Authority of the City of Emporia, Virginia.

(Code 1972, § 2-146; Ord. No. 15-32, 9-1-15)

State Law reference— Code of Virginia, ch. 49, Industrial Development and Revenue Bond Act, §15.2-4903, Creation of industrial development authorities.

Sec. 22-33. - Governed by board of directors; composition of board; appointment and terms of members.

- (b) Appointments of the directors shall be for terms of four years, except appointments to fill vacancies which shall be for the unexpired terms. All terms of office shall be deemed to commence upon the date of the initial appointment to the authority.
- (c) Each director shall, before entering upon his or her duties, take and subscribe the oath prescribed by state law and shall serve until their successors are appointed and qualified.
- (d) No director shall be an officer or employee of the City of Emporia, Virginia. Every director shall, at the time of his or her appointment and thereafter, be a resident of Emporia or Greensville County. When a director ceases to be a resident of Emporia or Greensville County, the director's office shall be vacant and a new director may be appointed for the remainder of the term.

(Code 1972, § 2-147; Ord. No. 15-32, 9-1-15)

State Law reference— Code of Virginia, § 15.2-4904, Directors; qualifications; terms; vacancies; compensation and expenses; quorum; records; certification and distribution of report concerning bond issuance.

AIRPORT COMMISSION

Term of Office: 4 Years

Boyce C. Wornom
112 State Street
Emporia, Virginia 23847
(H) 434/634-3673
(W) 434/634-3147

Chair

02/28/2016

Charles I. Grigg, Jr.
636 South Main Street
Emporia, Virginia 23847
(H) 434/634-3308

02/28/2016

Ted Lee
602 S. Oak Hill Drive
Emporia, Virginia 23847
(H) 434/634-5034
(W) 434/634-6541

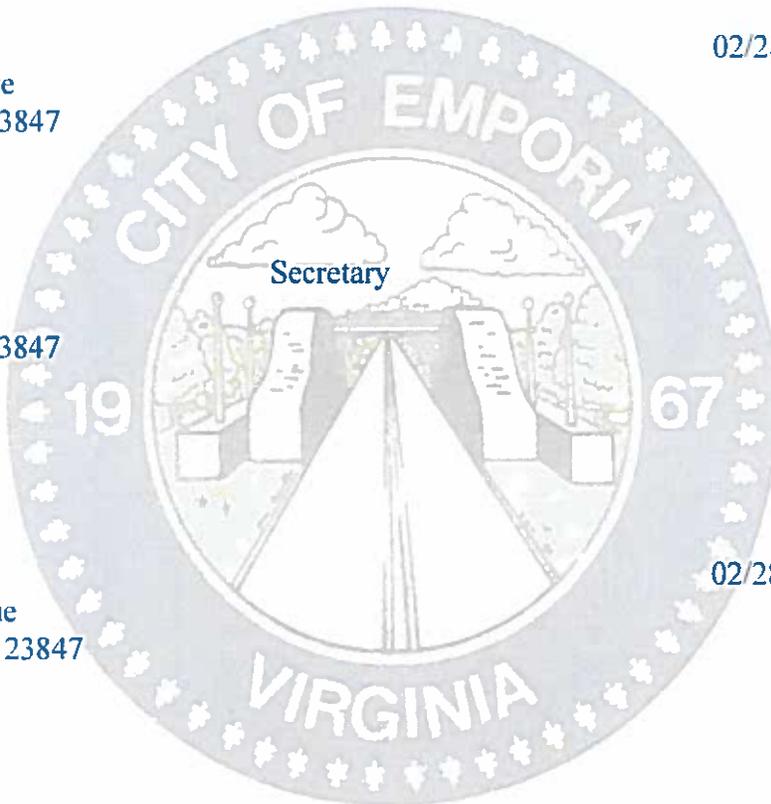
02/28/2016

Rick Franklin
504 Magnolia Drive
Emporia, Virginia 23847
(H) 434/634-2936
(W) 434/634-5575
(W) 434/634-9400

Secretary

02/28/2016

Dale Temple
615 Temple Avenue
Emporia, Virginia 23847
(H) 434/634-2804



CITIZENS ADVISORY BOARD

Term of Office: 2 Years
(Limited to two consecutive terms)

Lloyd Ligon Jr.
505 Harding Street
Emporia, Virginia
(H) 434/634-3778

02/28/2016

James Williams
237 Harrje Street
Emporia, Virginia 23847
(H) 434/336-9014

02/28/2016

Mr. John Kinsey
951 West Atlantic Street
Emporia, Virginia 23847
(H) 434/348-0803

02/28/2016

Joel Claiborne Jr.
1907 Sunnyside Road
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02/28/2016

Jason Slagle
406 Oak Hill Drive
Emporia, Virginia 23847
(H) 434/634-6723

02/28/2016

Cecelia Allen
700 N York Drive
Emporia, Virginia 23847
(H) 434/634-5944

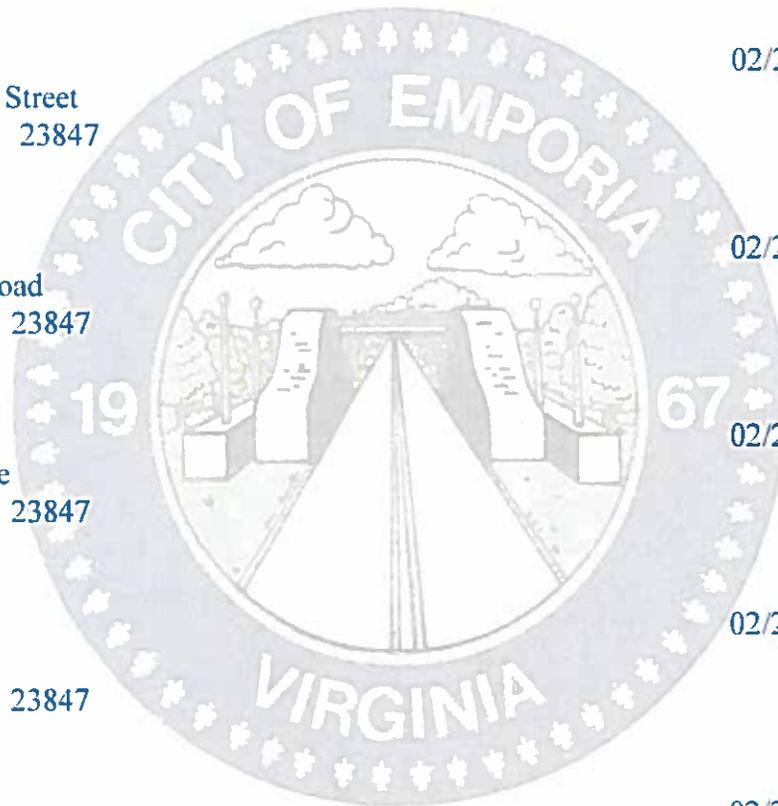
02/28/2016

Gale Wyche
202 Lewis Street
Emporia, Virginia 23847
(H) 434/634-2977

02/28/2016

Stan Allen
Emporia Police Department
310 Budd Street
Emporia, Virginia 23847
(W) 434/634-2121

Nonvoting Member



CITIZENS ADVISORY BOARD (Continued)

C. Butler Barrett
522 Peachtree Street
Emporia, Virginia 23847
(H) 434/634-5038
(W) 434/634-2167

Attorney

Nonvoting Member



CITIZEN ADVISORY BOARD

I. Purpose

The review board will act as a liaison between the citizens and the Police Department. The Review Board is designed to assure confidence to citizens that their complaint investigation has been conducted in a fair and equitable manner. A well-structured, open, and honest process will instill mutual confidence in the community and the police which is needed to effectively support the mission of law enforcement.

To effectuate a fair and reliable procedure of reviewing complaints against police officers by citizens who are unsatisfied with the findings of the Chief of Police.

II. Composition

Seven persons appointed by City Council (each Council member to appoint one) shall comprise the membership of the Citizen Advisory Board. Nonvoting members shall be the City Attorney and a police officer who is elected by the entire police department.

III. Terms of Office

The term of office shall be two (2) years. Members may be re-appointed to two successive terms.

IV. Meetings

Meetings may be called at any time a complaint is pending. The meetings should be scheduled with a 2 (two) day written notice. Community outreach meetings would occur twice a year.

V. Quorum

Five members of the Board shall constitute a quorum for the transaction of business and reviewing of an appeal.

VI. Chairman and Vice Chairman

The members shall elect a chairman at the first meeting and every two years thereafter. The chairman shall preside over all proceedings of the Board. The members shall elect a vice chairman at the first meeting and every two years thereafter.

VII. Vice Chairman

In the absence of the Chairman, the Vice Chairman shall have all the powers and duties of the Chairman.

CITIZEN ADVISORY BOARD

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VIII. Open Meetings; Procedural Guarantees

Board meetings and document disclosure shall be governed by the Virginia Freedom of Information Act (Virginia Code §§ 2.1-340 through 2.1-346). Where applicable, Board proceedings shall comply with the Virginia Law Enforcement Officers Procedural Guarantees (Virginia Code §§ 2.1-116.1 through 2.1-116.9).

IX. Membership Criteria

Members of the Citizens Advisory Board shall be residents of the City of Emporia. They shall possess a reputation within the community of good character, fairness, a belief in the rule of law and must not be a convicted felon. Board members shall demonstrate a willingness to listen without bias to all evidence presented to them, and make an equitable determination of the case facts in light of sound reason and common sense. No member of the Board shall be so closely associated with any organization or group as to bring his or her objectivity in question. Members of the Board shall keep all information confidential. Members are strongly encouraged to participate in the City's Citizen's Police Academy to familiarize themselves with Police policies and procedures.

X. Appeal Process and Review Procedure

1. Complainant requests an appeal within 3 months the Police Chief's decision in writing on the appropriate form.
2. The Civilian Review Board sends a letter acknowledging receipt of the appeal request.
3. A review date, place and time is arranged, and the complainant is notified in writing by the Citizen Advisory Board.
4. The Chief of Police shall furnish the City Attorney with copies of all records relevant to the investigation in question. The City Attorney shall furnish the Citizens Advisory Board with all or any part of the records not constituting violation of any disclosure rules or laws. Subject to number seven of this appeal process and review procedure, records will be made available at the discretion of the City Attorney.
5. Citizen Advisory Board makes its findings.
6. Citizen Advisory Board writes the Chief of Police to notify him of its findings. If the Citizens Advisory Board disagreed with the initial findings of the Chief of Police, the reasons are stated. A copy of the findings is sent to the City Manager.
7. Individual records of Police Officers not related to the incident in question, will not be accessible.