



# **CITY OF EMPORIA**

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## **PUBLIC HEARING**

- 1. Conditional Use Permit Request – 200 Purdy Road**
- 2. Zoning Code Amendments – Floodplain Ordinance**
- 3. Relocation of Polling Place for District 5 – Request to Amend Ordinance**
- 4. Capital Projects Financing – Request to Adopt Bond Resolution**

**AGENDA**  
**EMPORIA CITY COUNCIL**  
*Regular Meeting*  
**TUESDAY, July 21, 2015 - 6:30 P.M.**

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### **OPENING PRAYER**

### **ROLL CALL**

### **APPROVAL OF MINUTES**

June 16, 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**

- 15-24. Old Elementary School Auditorium – Request to Demolish and Report from Davenport and Company on Cost to Finance Renovations

### **NEW BUSINESS**

- 15-54. Conditional Use Permit Request – 200 Purdy Road  
15-55. Zoning Code Amendments – Floodplain Ordinance  
15-56. Relocation of Polling Place for District 5 – Request to Amend Ordinance

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# **CITY OF EMPORIA**

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**AGENDA CONTINUED  
EMPORIA CITY COUNCIL  
*Regular Meeting*  
TUESDAY, July 21, 2015 - 6:30 P.M.**

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- 15-57. Capital Projects Financing – Request to Adopt Bond Resolution
- 15-58. Department of Emergency Management Grant Funds – Appropriation Ordinance
- 15-59. CYC, Ltd. – Funding Request from June 16, 2015 Meeting
- 15-60. Meherrin Regional Library – Funding Request from June 16, 2015 Meeting
- 15-61. Emporia – Greensville Habitat for Humanity – Request from June 16, 2015 Meeting
- 15-62. Boards and Commission – Various Term Expirations

**PUBLIC COMMENT**

**CLOSED SESSION**

Closed meeting pursuant to Virginia Code §2.2-3711 (A) (3) Acquisition of real property for a public purpose and disposition of publicly held real property pertaining to the location of the Social Services building where discussion in open session would adversely affect our negotiation strategy.

## PUBLIC HEARINGS

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- 1. Zoning Code Amendment Request – 200 Purdy Road**
  - 2. Conditional Use Permit Request – Harris Avenue**
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Emporia's City Council held a Public Hearing on Tuesday, June 16, 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 Doris T. White  
Councilwoman L. Dale Temple  
Councilwoman Carol Mercer  
Councilwoman Deborah D. Lynch

Others present:

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

Absent:

### **1. Zoning Code Amendment request – 200 Purdy Road**

Mr. Thrower reported that Fosho Foods, LLC had submitted a zoning code amendment application to add "Food Processing and Wholesale Distribution of Food Products" as a permitted use in the C-2 Commercial District. He also stated that Fosho Foods, LLC was requesting the City to allow this use at 200 Purdy Road. He further stated that the parcels were identified as City Tax Map Numbers 100-9-1 and 100-9-1-A and are currently zoned C-2 Commercial District.

Mr. Thrower stated that in Sec. 90-77 (a) of the City's zoning code, "C-2 commercial districts shall be utilized to accommodate general business areas or for auto or highway-oriented commercial uses, and wholesaling operations which, by nature or space requirements, do not lend themselves to being concentrated within a centralized, C-1 district area."

Mr. Thrower stated that the requested use was currently permitted by-right in I-1 and I-2 Industrial Districts. He also stated that “Warehouses and Distribution Centers with Conditional Use Permit” is also listed as a permitted use in the C-2 Commercial District.

He recommended that Sec. 90-77 (b) of the City’s zoning code be amended to list “Food Processing and Wholesale Distribution of Food Products with Conditional use Permit” as a permitted use in the C-2 Commercial District. He stated that requiring a conditional use permit will help ensure proper development standards are met and that potential impacts to surrounding properties are addressed through conditions.

He stated that at the June 9, 2015, meeting the Planning Commission recommended (6 to 0) Council to approve listing “Food Processing and Wholesale Distribution of Food Products with Conditional Use Permit” as a permitted use in the C-2 Commercial District.

He recommended that Council approve the ordinance amending Sec. 90-77 (b) of the City’s zoning code to list ‘Food Processing and Wholesale Distribution of Food Products with Conditional Use Permit’ as a permitted use in the C-2 Commercial District.

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

**Herman Sadler, of 1501 Wiggins Road, Emporia, Virginia** addressed Council stating that he appreciated Council considering this request.

With there being no more comments to come before City Council, Mayor Person declared the first public hearing closed and proceeded to the second public hearing.

## **2. Conditional Use Permit Request – Harris Avenue**

Mr. Thrower reported that Moncure Homes had submitted a conditional use permit application to place a “multi-sectional manufactured home/mobile home” on Harris Avenue. He also reported that this property was zoned R-3 Residential District and is identified as City Tax Map Number 123-4-0-23. He further reported that “Multi-sectional manufactured/mobile homes” are permitted in R-3 Residential Districts with a conditional use permit. He advised that according to the letter provided by the applicant, the proposed 28’ x 80’ double-wide manufactured home will have a brick foundation. He also advised that the proposed placement of the home meets all other zoning requirements.

He recommended that Council approve this conditional use permit application given the fact that the proposed home will not burden the City services, will not require new infrastructure improvements, will not negatively impact adjacent property owners, nor generate additional traffic that is incompatible with the surrounding land uses and zoning classifications. He stated that at the June 9, 2015, meeting the Planning Commission recommended (6 to 0) approving this request.

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

**Alvin Shell, of 2330 Orion Road, Jarrett, Virginia** addressed Council stating that he was the owner of Harris Avenue. He also stated that he was going to make Harris Avenue his primary residence.

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

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Mary L. Person, Mayor

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Tessie S. Wilkins, CMC  
City Clerk

**MINUTES  
EMPORIA CITY COUNCIL  
CITY OF EMPORIA MUNICIPAL BUILDING  
June 16, 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, June 16, 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 Doris T. White  
Councilwoman L. Dale Temple  
Councilwoman Carol Mercer  
Councilwoman Deborah D. Lynch

Others present:

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

Absent:

**MINUTES APPROVAL**

Councilwoman Temple moved to approve the minutes from the Tuesday, May 12, 2015, Budget Work Session and Tuesday, June 2, 2015, Public Hearing and Regular meeting minutes as presented, seconded by Councilwoman White, which passed as follows:

Councilman F. Woodrow Harris                      aye

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

## APPROVAL OF BILLS

A listing of the May 19, 2015 bills was presented to City Council members.

General Fund	\$	1,104,859.75
Utility Fund	\$	480,575.02

Councilman Ewing moved to approve the May 19, 2015 bills as presented, seconded by Councilwoman White, which passed as follows:

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

A listing of the June 16, 2015 bills was presented to City Council members.

General Fund	\$	897,214.53
Utility Fund	\$	129,081.38

Councilman Ewing moved to approve the June 16, 2015 bills as presented, seconded by Councilwoman White, which passed as follows:

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

Councilwoman Temple moved to approve the agenda as presented, seconded by Councilwoman Carey, which passed as follows:

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

## **NEW BUSINESS**

### ***15-45. Proposed FY16 General and Utility Fund Budgets***

Mr. Thrower stated that he was going to summarize the proposed FY16 General and Utility Fund Budgets.

Mr. Thrower stated that the proposed FY16 budget totaled \$22,190,603.00. He also stated that the proposed budget included a 1% increase in the lodging tax rate, a 1% increase in the meals tax rate, and a \$0.03 increase in the real property tax rate. He further stated that the proposal also include use of \$531,229 of undesignated fund balance in order to fund one-time capital needs.

Mr. Thrower stated that the proposed FY16 Utility Fund budget totaled \$9,537,185.00. He also stated that the recommended budget stood at \$9,772,200.00. He further stated that departmental requests totaled \$10,714,151.00. He stated that under Council proposal water and

sewer rates will each increase by 5%. He also stated that the minimum monthly utility bill would increase by \$1.96.

Councilman Ewing made a motion to accept the General and Utility Fund budgets as presented, seconded by Councilwoman Temple.

Councilman Harris stated that there were business owners who could not make it to Public Hearing to address the 1% lodging tax rates due to weather and requested that they be able to speak tonight.

It was the consent of Council to allow the business owner to speak.

**Mr. Jay Patel, Emporia, Virginia** addressed Council stating that he was the owner of two hotels in Emporia. He also stated that increasing the Lodge Tax would hurt his businesses in the City because Roanoke Rapids and Stony Creek had lower Lodging Tax rate.

Councilman Harris stated that there are choices that people have within this community to stay here or go somewhere else and pay less. He also stated that he realized that Council's desire was to provide more money to the school system. He further stated that if he thought that it would make one bit of difference, he would not have concerns about this action, but the problem in the school system is not going to be solved by giving more money. He stated that until the attitudes of parents change, and the value of education is better appreciated by the citizens who have kids in the public schools; we are fighting a losing battle that no amount of money is going to remedy. He also stated that he liked to vote for the Utility Budget but against the General Fund Budget.

Councilman Harris made a motion to divide the question and to consider the two budgets separately.

It was the consent of Council to vote on the budgets separately.

Councilman Ewing made a motion to approve the proposed FY16 General Fund budget and **Ordinances No. 15-20, 15-17, 15-16, 15-15 and 15-14** as related to the budget, seconded by Councilwoman Temple, which passed as follows:

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

Councilman Harris made a motion to approve the proposed FY16 Utility Fund budget and **Ordinances No. 15-18 and 15-19** as related to the budget, seconded by Councilwoman Lynch, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye

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

Councilman Harris stated that there is a problem in voting down this General Fund Budget after this Council had a 4 to 3 vote to fund the additional money to the school system that led to the need for these tax increases. He also stated that he thought it was difficult, at this point for anyone who voted in favor of the increase in school funding to vote against the General Fund Budget that caused the increase in taxes.

Councilman Ewing stated that he did not vote for the increase either, but know that we have to approve the budget. He also stated that it was decided by Council that these increase would occur to fund the school system. He further stated that he just does not see how we cannot approve the budget.

Councilwoman White made a motion to reconsider the vote on the FY16 General Fund budget and ordinances as related to the budget, seconded by Councilwoman Mercer, which passed as follows:

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

Councilman Ewing made a motion to approve the proposed FY16 General Fund budget and **Ordinances No. 15-20, 15-17, 15-16, 15-15 and 15-14** as related to the budget, seconded by Councilwoman Temple, which passed as follows:

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

***15-46. Proposed FY16-20 Capital Improvement Plan***

Mr. Thrower stated that he was pleased to offer the Capital Improvement Plan for Fiscal Years 2016-2020. He also stated that the purpose of this document is to enable Council to see and evaluate projected capital needs in a timely manner over a five-year horizon.

Mr. Thrower stated that it should be recognized that the Capital Improvement Plan is a general planning guide and does not in itself represent funded projects. He also stated that the projects forecasted in the future years are subject to change and approval by City Council. He

further stated that the only projects proposed for funding are those listed for FY16 and are included in the proposed FY16 General and Utility Fund Budgets.

He recommended that Council approve the Capital Improvement Plan as a guide for Fiscal Years 2016-2020.

Councilman Ewing made a motion to approve the Capital Improvement Plan as a guide for Fiscal Years 2016-2020, seconded by Councilwoman Carey, which passed as follows:

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

***15-47. Zoning Code Amendment Request – 200 Purdy Road***

Mayor Person stated that this item was the subject of the public hearing previously held.

Councilman Harris made a motion to adopt **Ordinance No. 15-20** to amend Sec. 90-77 (b) of the City’s zoning code to list “Food Processing and Wholesale Distribution of Food Products with Conditional Use Permit” as a permitted use in the C-2 Commercial District, seconded by Councilwoman Mercer, which passed as follows:

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

***15-48. Conditional Use Permit Request – Harris Avenue***

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

Councilman Harris made a motion to approve the Conditional Use Permit request for Harris Avenue, seconded by Councilwoman Temple, which passed as follows:

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

***15-49. Relocation of Polling Place for District 5 – Request to Conduct a Public Hearing***

Mr. Thrower stated that the Emporia Electoral Board was requesting the City to change the District 5 polling place from the Greensville-Emporia Department of Social Services to the Emporia Volunteer Fire Department. He also stated that the Electoral Board was requesting this change due to the fact that the area the Electoral Board had been using at the Social Services building is no longer available for use. He further stated that the only area available for use at the Social Services building is the lobby, which is not large enough.

Mr. Thrower stated that relocation of the polling place for District 5 will require Council to amend Section 30-36 of City Code and provide notice as required by Virginia State Code Section 24.3-306. He recommended that Council authorize conducting a public hearing on this matter at the July 21, 2015 meeting. He stated that Council will be asked to amend Section 30-36 of the City Code at the meeting to reflect the new location.

Councilman Ewing made a motion to authorize conducting a public hearing at the July 21, 2015 meeting, seconded by Councilwoman Temple, which passed as follows:

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

#### ***15-50. Four-For Life Funds – Appropriation Ordinance***

Mr. Thrower reported that the City receives Four-For-Life funds from the Virginia Department of Health on an annual basis. He also reported that the City would receive \$4,377.36 in Four-For-Life funds this year. He further reported that these funds are given to the Greensville Volunteer Rescue Squad to be used for training or the purchase of equipment or supplies in accordance with the Code of Virginia §46.2-694. He stated that Council would need to appropriate this funding into the FY15 budget so that the City can send these funds to the Greensville Volunteer Rescue Squad.

Councilwoman Carey made a motion to adopt **Ordinance No. 15-21** to appropriate the sum of \$4,377.36 in Four-For-Life Funds from the Virginia Department, seconded by Councilwoman Mercer, which passed as follows:

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

#### ***15-51. 2015 Fourth of July Fireworks Display***

Mr. Thrower stated that the City Administration had received a request from the Emporia-Greenville Chamber of Commerce to host the Fourth of July Fireworks Display. He also stated that the Emporia's Code of Ordinances requires City Council's approval to permit such display by adoption of a resolution.

He recommended that Council adopt the resolution.

Councilman Harris made a motion to adopt **Resolution No. 15-05** authorizing the use and display of Fireworks by the Emporia-Greenville Chamber of Commerce, seconded by Councilman Ewing, which passed as follows:

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

***15-52. Shared Services with Greenville County – Appropriation Ordinance***

Mr. Thrower reported that the City of Emporia has received a final invoice from Greenville County for the closeout of FY12 Shared Services. He also reported that after extensive review and revision, the amount owed by the City has to be reduced from \$159,102.00 to \$70,019.00. He further reported that the majority of this cost was related to Buildings and Grounds and the Commonwealth Attorney's Office expenses. He stated that in order for the City to pay this invoice for the shared services cost, Council would need to appropriate additional funds into the current operating budget.

He recommended that Council adopt the ordinance.

Councilwoman Temple made a motion to adopt **Ordinance No. 15-22** to appropriate the sum of \$70,019.00 from the Unappropriated Fund Balance of the General Fund for expenses related to Shared Services with Greenville County, seconded by Councilwoman Carey, which passed as follows:

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

***15-53. Sales Tax – Appropriate Ordinance***

Mr. Thrower reported that the City would receive additional sales tax revenue from the Commonwealth of Virginia to be used for education during the current fiscal year. He also reported that the City would receive \$43,489.12 more than the budgeted amount for FY15. He further reported that these funds were paid to Greenville County and are used in our school

system. He stated that in order for the City to remit these funds, Council would need to appropriate the additional funding into the current-year operating budget.

He recommended that Council adopts the ordinance.

Councilwoman Carey made a motion to adopt **Ordinance No. 15-23** to appropriate the sum of \$43,489.12 in additional Sales Tax Revenue from the Commonwealth of Virginia For Education, seconded by Councilwoman White, which passed as follows:

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

## **PUBLIC COMMENT**

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

*Mr. Cornelius Hine, 1537 Lowground Road, Emporia, VA* addressed Council stating that Habitat for Humanity was requesting that the City continue to waive all fees pertaining to Habitat for Humanity building permit.

*Ms. Polly Duffy, 500 Meherrin Street, Emporia, VA* addressed Council stating that the Meherrin Library was requesting Council to reconsider funding the Library the additional \$414.00 for the telephone system.

*Ms. Thelma Atkins, 1180 Sussex Drive, Emporia, VA* addressed Council requesting that the \$10,000.00 allotted for demolish of the CYC be used to fund the pool project this year.

*Mr. John D. Kinsey, 951 W. Atlantic Street, Emporia, VA* addressed Council inviting them to Faith Baptist Church's Annual God and Country Service Day, on Sunday, June 28, 2015 at 10:30 a.m.

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

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

Councilwoman Temple moved that Closed Session be entered for the purpose of discussing Virginia Code Sections § 2.2 3711 (A) (7) **Legal matter requiring the advice of counsel pertaining to Fire Department Funding** and (A) (3) **Acquisition of real property for a public purpose and disposition of publicly held real property where discussion in open session would adversely our negotiating strategy**, seconded by Councilwoman Mercer, which passed as follows:

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

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

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

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

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**CERTIFICATION**

Councilwoman Mercer moved to certify the following:

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

Councilwoman Temple seconded the motion, which passed as follows:

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

**ADJOURNMENT**

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

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Mary L. Person, Mayor

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Tessie S. Wilkins, CMC  
City Clerk

# Review of Bills

## July 21, 2015

### GENERAL FUND

#### LEGISLATIVE

Bank of America	822.13
Curtis 1000, Inc.	58.68
Dell Marketing LP	599.13
Harris, F. Woodrow	49.95
Independent Messenger	606.32
Lynch, Deborah D.	450.00
Mercer, Carol	75.00
Person, Mary L.	375.00
Treasurer of Virginia - VITA	9.01
Verizon	21.20
Xerox Corporation	92.12

#### EXECUTIVE

Bank of America	382.23
Curtis 1000, Inc.	320.15
Independent Messenger	341.18
Lennie Turner - Richmond Times	20.00
Terryberry	161.62
Treasurer of Virginia - VITA	17.11
U S Postal Service	310.00
Verizon	288.98
Xerox Corporation	154.25

#### LAW

Barrett Law Office, PC	5,462.94
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#### REGISTRAR

Bank of America	-2.65
Treasurer of Virginia - VITA	0.35
Verizon	21.20
Xerox Corporation	1.61

#### EMERGENCY SERVICES

City of Franklin	7,050.00
CyPhySecurity	1,925.00
Mack's Auto Sales	2,900.00
Pace Collaborative	1,250.00
Parker Oil Company, Inc.	704.14
Sadler Brothers Oil Company, Inc.	47.25
Treasurer of Virginia - VITA	2.87
Verizon	42.40
Verizon Wireless	49.82
Xerox Corporation	8.10

#### VICTIM WITNESS

#### VJCCCA/FAMILY VIOLENCE PREVENTION

Behavioral Interventions	229.01
Family YMCA of Emporia-Greenville	1,883.71
Harris, F. Woodrow	49.00
Sadler Brothers Oil Company, Inc.	203.64
Staples	249.99
U S Postal Service	600.00
Verizon	121.84
Verizon Wireless	444.40

#### SHARED SERVICES

Greenville County	113,508.12
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#### FINANCE

BAI Accounting Users Group	400.00
Bank of America	282.97
Curtis 1000, Inc.	32.53
Sheila J. Cutrell	34.33
Source4	1,438.70
Treasurer of Virginia - VITA	5.93
Treasurer of Virginia - VRS	37,441.86
Verizon	63.35
Xerox Corporation	106.08

#### TREASURER

City of Emporia - Petty Cash	1.78
Treasurer of Virginia - VITA	204.62
Verizon	165.97
Xerox Corporation	1.41

#### COMMISSIONER OF REVENUE/ASSESSOR

Treasurer of Virginia - VITA	208.46
U S Postal Service	164.00
Verizon	94.03
Willis Property Assessment	3,531.25
Xerox Corporation	0.03

#### NON-DEPARTMENTAL

Angela Wilson, Superintendent	500.00
CAS Severn	2,165.60
Emporia-Greens. Local Law Library	226.00
Emporia-Greenville Literacy Council	2,736.00
Greenville Volunteer Rescue Squad	4,377.36
Treasurer Virginia Tech	5,331.21

## Review of Bills July 21, 2015

### COURTS

Crater Youth Care Commission	15,192.16
Randall Page PC	120.00
Southside Regional Jail	99,727.52
Treasurer of Virginia - VITA	10.12
Verizon	98.12

### COURT SERVICES UNIT

Gaston Security, Inc.	80.00
Treasurer of Virginia - VITA	42.39
Verizon	265.53

### SHERIFF

Bank of America	563.79
City of Emporia - Petty Cash	38.51
Greene's Service Center, Inc.	16.00
Sadler Brothers Oil Company, Inc.	312.43
Treasurer of Virginia - VITA	3.72
Verizon	110.78
Verizon Wireless	91.02

### FIRE

Bank of America	4,136.23
Charles N. Wells Painting Contractor	4,700.00
City of Emporia Utility Fund	275.96
Dominion Virginia Power	1,803.77
Houchins Pest Control Service	18.50
Mecklenburg Electric Cooperative	24.27
Morris Refrigeration Company, Inc.	540.56
Sadler Brothers Oil Company, Inc.	116.52
Treasurer of Virginia - VITA	9.09
Verizon	169.60
Verizon Wireless	30.48
William L. Whitman	850.00

### ECONOMIC DEVELOPMENT

Bank of America	778.58
Curtis 1000, Inc.	32.52
Emporia IDA	2,591.02
Emporia Redevelopment & Housing	10,992.59
Independent Messenger	91.00
Treasurer of Virginia - VITA	10.70
Verizon	21.20
Verizon Wireless	49.82
Wayne Grizzard	20.00
Xerox Corporation	87.07

### DEBT SERVICE

BB&T Governmental Finance	7,553.54
First Citizens Bank	7,580.08
The Bank of Hampton Roads	3,665.43
USDA Rural Development	5,000.00

### PLANNING AND ZONING

American Housing Specialist	875.00
Bank of America	965.83
CJMW Architecture	11,784.48
Community Planning Partners, Inc.	5,603.22
Curtis 1000, Inc.	32.52
Independent Messenger	127.20
Rawlings Brothers Garage	150.00
S. L. Hill Construction, Inc.	18,942.00
Sadler Brothers Oil Company, Inc.	140.12
Stantec Consulting Services, Inc.	454.82
Topping Enterprises	427.20
Treasurer of Virginia - VITA	9.52
Verizon	67.60
Verizon Wireless	60.68
Wilbert Williams & Sons Bldg. Contr.	1,750.00
Xerox Corporation	179.44

### POLICE

Bank of America	5,250.12
City of Emporia - Petty Cash	14.90
Cobb Technologies	178.00
Law Enforcement Targets, Inc.	1,043.78
Quality Uniform Company	16,998.63
Sadler Brothers Oil Company, Inc.	5,695.26
Southern Police Equipment	961.05
Treasurer of Virginia	20.00
Treasurer of Virginia - VITA	1,029.52
United Parcel Service	13.24
Verizon	808.26
Verizon Wireless	673.95

### ANIMAL CONTROL

Bank of America	74.98
Sadler Brothers Oil Company, Inc.	77.72
Verizon Wireless	65.87

### PARKS & RECREATION

Bank of America	405.40
Cintas Corporation	40.40
Sadler Brothers Oil Company, Inc.	111.90
Wootton Brothers Greenhouse	675.00

## Review of Bills July 21, 2015

### FACILITIES

Bank of America	872.12
Calvin E. Edwards, Jr.	2,195.00
Cintas Corporation	599.55
City of Emporia Utility Fund	36.90
Commonwealth Exterminators, Inc.	104.00
Dominion Virginia Power	5,762.43
Houchins Pest Control Service	175.75
Mecklenburg Electric Cooperative	802.08
Morris Refrigeration Company, Inc.	913.60
R & C Electric Service, Inc.	344.57
Roanoke Rapids Overhead Doors	180.00

### PUBLIC WORKS

Bank of America	13,746.21
Cintas Corporation	1,598.69
Dominion Virginia Power	6,903.99
Fuel Freedom Card	3,196.40
Glenn Blowe	50.00
Greensville County Landfill	17,293.37
Hicks Tree Service, LLC	1,000.00
Independent Messenger	343.50
James Lynch	50.00
James River Equipment	1,082.46
Jonathon Powers	50.00
Leonard Adams	50.00
Mattern & Craig	1,600.00
Mecklenburg Electric Cooperative	2,419.38
Mid-Atlantic Waste Systems	778.63
Old Dominion Brush Company, Inc.	25,681.00
O'Reilly Auto	1,275.74
Parker Oil Company, Inc.	509.34
Rightmyer Machine Rentals	2,354.10
Sadler Brothers Oil Company, Inc.	1,779.97
Southside Regional Jail	2,419.80
Stantec Consulting Services, Inc.	592.11
Toter, Inc.	5,823.20
Treasurer of Virginia - VITA	7.22
Verizon	238.10
Verizon Wireless	211.54

**TOTAL GENERAL FUND** \$547,989.25

### UTILITY FUND

Bank of America	10,316.97
Barrett Law Office, PC	717.00
Beargate Construction, Inc.	950.00
Biological Monitoring, Inc.	600.00
Brenntag Mid-South, Inc.	357.50
Cintas Corporation	1,448.05
Comcast	122.90
Curtis 1000, Inc.	97.56
Dewberry Engineers, Inc.	21,872.50
Dominion Virginia Power	9,577.88
Education & Training Services	549.00
English Construction Company, Inc.	16,197.50
Fuel Freedom Card	299.43
Hampton Roads Sanitation District	1,326.69
Instrumentation Services	1,524.75
John Thorpe	50.00
Lyttle Utilities, Inc.	102,676.64
Mecklenburg Electric Cooperative	7,709.85
Parker Oil Company, Inc.	53.96
Plum Creek Timberlands, L.P.	60.00
Roanoke Rapids Sanitary District	40.00
Sadler Brothers Oil Company, Inc.	1,644.50
Suffolk Sales & Service	4,191.34
Treasurer of Virginia - DEQ	600.00
Treasurer of Virginia - VITA	14.03
Treasurer of Virginia - VRS	9,066.07
U S Postal Service	748.50
United Parcel Service	11.15
Univar USA, Inc.	2,994.20
USDA Rural Development	5,769.00
Verizon	773.97
Verizon Wireless	240.48
VUPS	30.15
Wood Equipment Service	2,172.60

**TOTAL UTILITY FUND** \$204,804.17

**CITY OF EMPORIA  
CITY COUNCIL MEETING  
July 21, 2015  
AGENDA MEMORANDUM**

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

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

# Financial Statement

June 30, 2015

## CHECKING / DAILY INVESTMENT

General Fund

Utility Fund

1,445,929.58

951,712.17

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## CERTIFICATES OF DEPOSIT / INVESTMENTS

FIRST COMMUNITY BANK	\$635,270.35	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	\$605,312.48	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

Jun-15

**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	0.00	0.00	0.00	0.00	0.00	0.00
Personal Property	1,448,229.94	27,630.50	17,689.70	1,458,170.74	235,934.55	1,222,236.19
Decals	105,828.50	100.00	887.50	105,041.00	15,254.86	89,786.14
Personal Property Relief	557,649.30	1,026.50	14,794.35	543,881.45	89,054.67	454,826.78
Public Service	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>2,111,707.74</b>	<b>28,757.00</b>	<b>33,371.55</b>	<b>210,793.19</b>	<b>340,244.08</b>	<b>1,768,849.11</b>
<a href="#">2015 Real Estate Tax Collections</a>		<a href="#">0.00%</a>	<a href="#">2015 Personal Property Tax Relief</a>		<a href="#">16.37%</a>	
<a href="#">2015 Personal Property Tax Collections</a>		<a href="#">16.18%</a>	<a href="#">2015 Public Service Tax Collection</a>		<a href="#">0.00%</a>	

Jun-15

## RECAP OF 2014 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,115,570.28	2,882.31	7,666.45	3,110,786.14	3,033,575.55	77,210.59
Personal Property	1,296,854.59	60,820.78	30,044.83	1,327,630.54	1,303,151.35	24,479.19
Decals	106,527.00	6,275.00	2,453.36	110,348.64	100,061.59	10,287.05
Personal Property Relief	553,560.55	31,441.05	10,273.32	574,728.28	542,596.26	32,132.02
Public Service	188,396.69	0.00	0.00	188,396.69	188,396.69	0.00
<b>TOTAL</b>	<b>5,260,909.11</b>	<b>101,419.14</b>	<b>50,437.96</b>	<b>5,311,890.29</b>	<b>5,167,781.44</b>	<b>144,108.85</b>
<a href="#">2014 Real Estate Tax Collections</a>		<a href="#">97.52%</a>	<a href="#">2014 Personal Property Tax Relief</a>		<a href="#">94.41%</a>	
<a href="#">2014 Personal Property Tax Collections</a>		<a href="#">98.15%</a>	<a href="#">2014 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2013 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,098,844.15	3,059.50	4,211.40	3,097,692.25	3,071,183.72	26,508.53
Personal Property	1,269,263.24	22,706.50	25,432.37	1,266,537.37	1,255,247.59	11,289.78
Decals	106,188.00	1,982.50	2,775.87	105,394.63	99,683.77	5,710.86
Personal Property Relief	561,632.25	10,214.96	23,895.09	547,952.13	533,345.08	14,607.40
Public Service	200,213.60	0.00	0.00	200,213.60	200,213.60	0.00
<b>TOTAL</b>	<b>5,236,141.24</b>	<b>37,963.46</b>	<b>56,314.73</b>	<b>5,217,789.98</b>	<b>5,159,673.76</b>	<b>58,116.57</b>
<a href="#">2013 Real Estate Tax Collections</a>		<a href="#">99.14%</a>	<a href="#">2013 Personal Property Tax Relief</a>		<a href="#">97.33%</a>	
<a href="#">2013 Personal Property Tax Collections</a>		<a href="#">99.11%</a>	<a href="#">2013 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2012 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	3,019,483.59	1,020.90	3,404.63	3,017,079.86	3,009,501.25	7,578.61
Personal Property	1,224,318.90	68,794.39	33,027.82	1,260,085.47	1,252,036.69	8,048.78
Decals	104,243.00	9,600.50	4,170.00	109,673.50	104,389.20	5,284.30
Personal Property Relief	560,183.75	63,406.00	42,878.85	580,710.90	568,780.75	11,930.15
Public Service	173,064.34	0.00	0.00	173,064.34	173,064.34	0.00
<b>TOTAL</b>	<b>5,081,273.58</b>	<b>142,821.79</b>	<b>83,481.30</b>	<b>5,140,614.07</b>	<b>5,107,772.23</b>	<b>32,841.84</b>
<a href="#">2012 Real Estate Tax Collections</a>		<a href="#">99.75%</a>	<a href="#">2012 Personal Property Tax Relief</a>		<a href="#">97.95%</a>	
<a href="#">2012 Personal Property Tax Collections</a>		<a href="#">99.36%</a>	<a href="#">2012 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

Jun-15

## RECAP OF 2009 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	2,942,633.61	3,808.18	8,400.94	2,940,040.85	2,938,579.61	1,461.24
Personal Property	1,214,926.66	219,679.72	219,483.52	1,215,122.86	1,210,750.06	4,372.80
Decals	110,991.50	7,028.00	7,526.50	110,491.00	106,419.44	4,071.56
Personal Property Relief	524,152.89	38,891.54	17,349.89	545,694.54	538,568.59	7,125.95
Public Service	121,797.85	0.00	0.00	121,797.85	121,797.85	0.00
<b>TOTAL</b>	<b>4,914,502.51</b>	<b>269,405.44</b>	<b>250,760.85</b>	<b>4,933,147.10</b>	<b>4,916,115.55</b>	<b>17,031.55</b>
<a href="#">2009 Real Estate Tax Collections</a>		<a href="#">99.95%</a>	<a href="#">2009 Personal Property Tax Relief</a>		<a href="#">98.69%</a>	
<a href="#">2009 Personal Property Tax Collection</a>		<a href="#">99.64%</a>	<a href="#">2009 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2010 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	2,976,993.81	0.00	3,696.75	2,973,297.06	2,971,690.83	1,606.23
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	108,783.49	2,918.86
Personal Property Relief	578,916.57	34,959.61	29,395.11	584,481.07	577,742.80	6,738.27
Public Service	165,731.98	0.00	8,167.59	157,564.39	157,564.39	0.00
<b>TOTAL</b>	<b>4,970,736.20</b>	<b>144,463.58</b>	<b>103,905.83</b>	<b>5,011,293.95</b>	<b>4,993,372.11</b>	<b>17,921.84</b>
<a href="#">2010 Real Estate Tax Collections</a>		<a href="#">99.95%</a>	<a href="#">2010 Personal Property Tax Relief</a>		<a href="#">98.84%</a>	
<a href="#">2010 Personal Property Tax Collections</a>		<a href="#">99.43%</a>	<a href="#">2010 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

## RECAP OF 2011 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	2,984,406.93	0.00	3,831.30	2,980,575.63	2,977,872.54	2,703.09
Personal Property	1,244,373.63	26,690.75	33,638.35	1,237,426.03	1,233,490.50	3,935.53
Decals	111,029.00	8,475.00	6,009.93	113,494.07	109,473.44	4,020.63
Personal Property Relief	557,964.29	30,384.27	29,883.36	558,465.20	551,687.07	6,778.13
Public Service	156,479.42	0.00	0.00	156,479.42	156,479.42	0.00
<b>TOTAL</b>	<b>5,054,253.27</b>	<b>65,550.02</b>	<b>73,262.94</b>	<b>5,046,440.35</b>	<b>5,029,002.97</b>	<b>17,437.38</b>
<a href="#">2011 Real Estate Tax Collections</a>		<a href="#">99.91%</a>	<a href="#">2011 Personal Property Tax Relief</a>		<a href="#">98.79%</a>	
<a href="#">2011 Personal Property Tax Collection</a>		<a href="#">96.88%</a>	<a href="#">2011 Public Service Tax Collection</a>		<a href="#">100.00%</a>	

DELINQUENT TAX SUMMARY - FY 2014-2015

June-15

REAL ESTATE TAXES

Tax Year	Balance	Supplements	Abatements	Bankruptcy	Credit	Collected To This Month	Collected This Month	Balance
	July 1	Added		Charge-Offs	Card Collections			
2008	\$2,970.20	\$0.00	\$0.00	\$0.00	\$0.00	\$1,543.43	\$174.41	\$1,369.02
2007	\$2,057.83	\$0.00	\$92.96	\$0.00	\$0.00	\$674.79	\$0.00	\$1,290.08
2006	\$1,749.32	\$0.00	\$92.96	\$0.00	\$0.00	\$639.61	\$0.00	\$1,016.75
2005	\$1,583.14	\$0.00	\$0.00	\$0.00	\$0.00	\$503.31	\$0.00	\$1,079.83
2004	\$978.57	\$0.00	\$0.00	\$0.00	\$0.00	\$92.96	\$0.00	\$885.61
2003	\$749.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$749.28
2002	\$315.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$315.84
1994-2001	\$2,565.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,565.36
<b>TOTAL</b>	<b>\$12,969.54</b>	<b>\$0.00</b>	<b>\$185.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,454.10</b>	<b>\$174.41</b>	<b>\$9,155.11</b>

PERSONAL PROPERTY TAX

Tax Year	Balance	Supplements	Abatements	Bankruptcy	Credit	Collected To This Month	Collected This Month	Balance
	July 1	Tx Relief		Charge-Offs	Card Collections			
2008 Net Tax	\$5,830.16	\$0.00	\$0.00	\$0.00	\$0.00	\$153.80	\$0.00	\$5,676.36
2007 Net Tax	\$3,955.82	\$0.00	\$0.00	\$0.00	\$0.00	\$74.90	\$21.14	\$3,880.92
2006 Net Tax	\$4,244.94	\$0.00	\$0.00	\$0.00	\$0.00	\$26.18	\$20.25	\$4,218.76
2002-2005	\$13,469.45	\$0.00	\$0.00	\$0.00	\$0.00	\$155.76	\$121.70	\$13,313.69
<b>TOTAL</b>	<b>\$27,500.37</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$410.64</b>	<b>\$163.09</b>	<b>\$27,089.73</b>

<b>Grand Total of All Delinquent</b>	<b>\$40,469.91</b>	<b>\$0.00</b>	<b>\$185.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,864.74</b>	<b>\$174.41</b>	<b>\$36,244.84</b>
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# **2015 PPTRA ALLOTMENT - COMPARISON**

TOTAL ALLOTMENT FROM STATE - \$570,316.00

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

**COLLECTIONS THRU PAID BILLS**

**Jun-15** **\$89,054.67**

**ABATEMENTS** **-\$14,794.35**

**SUPPLEMENTS** **\$1,026.50**

**TOTAL REMAINING FROM UNPAID BILLS** **\$454,826.78**

# 2014 PPTRA ALLOTMENT - COMPARISON

TOTAL ALLOTMENT FROM STATE - \$570,316.00

TOTAL PPTRA ASSESSED - 60.00% **\$553,560.55**

COLLECTIONS THRU PAID BILLS

Jun-14	\$93,142.84
Jul-14	\$172,607.17
Aug-14	\$143,209.22
Sep-14	\$20,291.82
Oct-14	\$33,137.32
Nov-14	\$24,558.66
Dec-14	\$4,010.68
Jan-15	\$7,088.15
Feb-15	\$18,927.42
Mar-15	\$8,795.92
Apr-15	\$7,762.38
May-15	\$5,270.24
June-15	\$3,794.44

ABATEMENTS

-**\$10,273.32**

SUPPLEMENTS

**\$31,441.05**

**TOTAL REMAINING FROM UNPAID BILLS**

**\$32,132.02**

<b>1st Payment from State</b>	<b>7/31/2014</b>	<b>\$145,727.85</b>
<b>2nd Payment from State</b>	<b>8/15/2014</b>	<b>\$169,836.72</b>
<b>Final Payment from State</b>	<b>11/14/2014</b>	<b>\$254,755.09</b>

## **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	
August	\$117,795.21	\$117,641.94	\$127,326.00	
September	\$125,411.89	\$118,116.99	\$123,169.48	
October	\$111,125.40	\$105,496.08	\$172,694.83	
November	\$106,691.83	\$100,495.50	\$105,542.20	
December	\$102,684.77	\$105,977.72	\$144,830.30	
<b>Yearly Total</b>	<b>\$1,419,161.77</b>	<b>\$1,331,985.36</b>	<b>\$1,509,471.96</b>	<b>\$801,395.49</b>

## **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	
August	\$89,692.72	\$87,181.40	\$94,634.72	
September	\$80,905.18	\$76,334.64	\$87,019.92	
October	\$83,390.34	\$79,978.88	\$88,182.16	
November	\$82,935.18	\$81,448.88	\$88,136.74	
December	\$77,980.08	\$83,144.42	\$88,409.40	
<b>Yearly Total</b>	<b>\$981,482.58</b>	<b>\$991,082.00</b>	<b>\$1,018,593.86</b>	<b>\$524,534.24</b>

**Monthly Comparison of  
Collected Utility Fund Revenue & Completed Service Orders**

FY 2014 - 2015

	July	August	September	October	November	December
Water	135,018.30	131,994.82	142,309.55	141,301.58	136,562.60	119,678.98
Sewer	99,757.08	105,962.43	111,506.66	110,952.69	102,174.93	106,162.58
Meter Charge	4,428.22	4,348.97	4,477.54	4,459.57	4,329.95	4,367.74
Water Taps	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Taps	0.00	0.00	0.00	0.00	0.00	0.00
Sale of Materials	0.00	0.00	0.00	0.00	0.00	0.00
Penalties	6,384.43	7,606.06	7,330.15	7,288.54	7,771.74	6,696.32
Cut on/off Fees	1,620.00	2,280.00	2,031.05	2,220.00	1,988.97	2,336.87
Water Sales-Bulk Water	35.06	0.00	366.24	0.00	0.00	0.00
Sewer Services	265.63	267.68	289.40	285.44	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue For the Month</b>	<b>247,508.72</b>	<b>252,459.96</b>	<b>268,310.59</b>	<b>266,507.82</b>	<b>252,828.19</b>	<b>239,242.49</b>

	January	February	March	April	May	June	YTD Category Tot
Water	114,044.77	155,488.61	138,039.67	113,069.60	120,991.19	139,610.11	1,588,109.78
Sewer	98,786.36	125,956.82	116,957.14	96,911.39	105,865.33	108,813.76	1,289,807.17
Meter Charge	4,421.36	4,632.87	4,525.37	4,328.55	4,270.84	4,419.34	53,010.32
Water Taps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sewer Taps	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sale of Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Penalties	9,073.68	9,126.62	7,181.05	7,276.25	10,542.24	7,679.50	93,956.58
Cut on/off Fees	1,980.00	2,130.00	2,430.00	1,531.00	1,908.42	1,710.00	24,166.31
Water Sales-Bulk Water	0.00	0.00	0.00	0.00	0.00	0.00	401.30
Sewer Services	0.00	261.13	290.74	257.07	516.34	0.00	2,433.43
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue for the Month</b>	<b>228,306.17</b>	<b>297,596.05</b>	<b>269,423.97</b>	<b>223,373.86</b>	<b>244,094.36</b>	<b>262,232.71</b>	

	July	August	September	October	November	December
<b>Service Orders</b>						
Ttl Off/On Requests	57	70	64	57	61	59
Ttl Leak Inquiries	62	51	62	75	74	61
<b>Ttl Service Orders For the Month</b>	<b>119</b>	<b>121</b>	<b>126</b>	<b>132</b>	<b>135</b>	<b>120</b>

	January	February	March	April	May	June	YTD Order Totals
<b>Service Orders</b>							
Ttl Off/On Requests	70	51	61	68	72	64	754
Ttl Leak Inquiries	53	72	80	74	57	71	792
<b>Ttl Service Orders For the Month</b>	<b>123</b>	<b>123</b>	<b>141</b>	<b>142</b>	<b>129</b>	<b>135</b>	

YTD Revenue Total All Depts. **3,051,884.89**      YTD Service Order **1,546**

**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**

<b>AUGUST</b>	<b>24</b>
<b>SEPTEMBER</b>	<b>55</b>
<b>OCTOBER</b>	<b>45</b>
<b>NOVEMBER</b>	<b>27</b>
<b>DECEMBER</b>	<b>77</b>

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

	<b>2014</b>
<b>JANUARY</b>	<b>68</b> (114 door hangers)
<b>FEBRUARY</b>	<b>27</b> (33 door hangers)
<b>MARCH</b>	<b>42</b> (48 door hangers)
<b>APRIL</b>	<b>31</b> (32 door hangers)
<b>MAY</b>	<b>36</b> (42 door hangers)
<b>JUNE</b>	<b>35</b> (38 door hangers)
<b>JULY</b>	<b>51</b> (56 door hangers)
<b>AUGUST</b>	<b>19</b> (63 door hangers)
<b>SEPTEMBER</b>	<b>44</b> (64 door hangers)
<b>OCTOBER</b>	<b>62</b> (66 door hangers)
<b>NOVEMBER</b>	<b>28</b> (84 door hangers)
<b>DECEMBER</b>	<b>60</b> (79 door hangers)

	<b>2015</b>
<b>JANUARY</b>	<b>69</b> (85 door hangers)
<b>FEBRUARY</b>	<b>21</b> (53 door hangers)
<b>MARCH</b>	<b>40</b> (63 door hangers)
<b>APRIL</b>	<b>46</b> (75 door hangers)
<b>MAY</b>	<b>64</b> (100 door hangers)
<b>JUNE</b>	<b>29</b> (91 door hangers)
<b>JULY</b>	
<b>AUGUST</b>	
<b>SEPTEMBER</b>	
<b>OCTOBER</b>	
<b>NOVEMBER</b>	
<b>DECEMBER</b>	

## 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



W. S. HARRIS, JR.  
Treasurer

**City of Emporia**  
OFFICE OF THE TREASURER

July 1, 2015

Honorable Mayor  
Members of City Council  
City of Emporia, Virginia

Ladies and Gentlemen:

Section 58.1-3924 of the Code of Virginia requires that the City Treasurer shall submit to Council a list of all delinquent taxes as of the close of business on June 30 of the year following the tax assessment year. The Code further states that the governing body shall cause the list to be published for one (1) week in a local newspaper.

I respectfully request Council to instruct the Treasurer to have published the attached list as allowed by law.

Respectfully,

W. S. Harris, Jr.  
Treasurer  
City of Emporia

ATTACHMENT

WSH,Jr./kat

CITY OF EMPORIA

In conformity with Section 58.1-3924 of the Code of Virginia and authorized by the governing body of the CITY OF EMPORIA, the following is a list of all taxes for 2014, Real and Personal remaining unpaid.

LOCAL LEVIES INCLUDE PEN., INT., ADM., AND ADV. FEES TO JULY 1, 2015.

DEPT	NAME	DUE
PP2014	ABUNDIO MACARIO MOLOHUA	\$ 84.84
PP2014	ADAMS DISHEKA LANAE	\$ 180.91
PP2014	ALCUDIA GEORGINA CANSECO	\$ 242.76
PP2014	ALLEN CHRISTY NICOLE	\$ 110.86
PP2014	ALLEN DANITZA TAMARA	\$ 75.84
PP2014	ALMAZAN CARRERA ROJER	\$ 50.02
PP2014	AMBROCIO HUGO FRANSISCO	\$ 140.39
PP2014	AMBROCIO LUIS R.	\$ 111.86
PP2014	ANDERSON ANNETTE TERESA	\$ 81.24
PP2014	ANDERSON FINANCIAL SERVICES LOAN MAX	\$ 54.17
PP2014	ANDERSON JOHN	\$ 56.02
PP2014	ANDREWS LEON	\$ 392.46
PP2014	APPLEWHITE CARLTON R	\$ 246.96
PP2014	APPLEWHITE LISA M	\$ 172.50
PP2014	BAILEY LINDA LOU	\$ 28.72
PP2014	BARR ROXANNE	\$ 300.90
PP2014	BARRERA RIOS MARIA ZENAIDA	\$ 100.45
PP2014	BLACKWELL ALEXANDER H	\$ 116.67
PP2014	BOLIVAR ROSA MALDONADO	\$ 91.04
PP2014	BOOKER JR JAMES CARLOS	\$ 56.62
PP2014	BOONE DAMERON R	\$ 42.27
PP2014	BRANTLEY FREDERICK JAMES & ALICE	\$ 185.11
PP2014	BRIDGEFORTH LA KEYSHA MARSHEA	\$ 94.94
PP2014	BROWN ELIZABETH ANN	\$ 82.44
PP2014	BROWN PATRICK	\$ 204.92
PP2014	BROWN TAMIKA S	\$ 82.44
PP2014	BROWN TANYA A T/A OFF THE TOP	\$ 140.08
PP2014	BULLOCK RENEE DENISE	\$ 93.25
PP2014	BURNSIDE NIKKI	\$ 192.85
PP2014	BUTTS ALONZA L	\$ 461.48
PP2014	BUTTS HENRY	\$ 96.04
PP2014	CALLIS GLORIA JONES	\$ 28.99
PP2014	CALLIS TARCYN Y	\$ 8.26
PP2014	CANTERO MEJIA A	\$ 126.68
PP2014	CAPPS HALEY ELAINE	\$ 41.12
PP2014	CARRENDALVEAR J CRUZ	\$ 104.06
PP2014	CHAPMAN GERMAINE	\$ 55.42
PP2014	CHAVIS GEORGE RAY	\$ 374.58
PP2014	CLEMENTS CARLISSA MOSS	\$ 28.25
PP2014	CLINTON LAKEISHA C	\$ 97.15

PP2014	COLEMAN TAMEKA NICOLE	\$	140.04
PP2014	COLLINS JAUNITA VONCEIL	\$	390.46
PP2014	CONCEPCION ACOP-MONTIEL PEREZ JIMENZE	\$	253.56
PP2014	CONNER CLARICE LOUISE	\$	141.59
PP2014	COOKE MARTINA A	\$	111.26
PP2014	COOPER RAHMUN	\$	50.02
PP2014	CORREA MAGADAN D	\$	240.64
PP2014	COTTON CHARLIE E	\$	50.02
PP2014	CRAWLEY CARLOS	\$	14.90
PP2014	CRAWLEY SHAWNTAE	\$	86.65
PP2014	CRUMPLER NIJAH NICOLE	\$	85.44
PP2014	CRUMPLER NIKETTA ANNETTE	\$	50.02
PP2014	CURLEY JR WILLIE ALLEN	\$	70.69
PP2014	DAVIS CHANDRA T	\$	50.02
PP2014	DAVIS HAZEL M	\$	64.14
PP2014	DAVIS JENNIFER AVENT	\$	28.82
PP2014	DAVIS LARRY D	\$	14.90
PP2014	DAVIS MARY E	\$	148.48
PP2014	DAVIS RICKY LEE	\$	14.90
PP2014	DELIN-FLORES GUILLERMO	\$	115.47
PP2014	DENNIS WILLIE L. JR	\$	138.88
PP2014	DOSWELL JAMIL	\$	34.16
PP2014	DOYLE JOYACE	\$	119.07
PP2014	DOYLE JUSTIN	\$	29.79
PP2014	DRAKE FELECIA D	\$	29.14
PP2014	DRAPER ALYSSA L	\$	45.42
PP2014	DRUMGOOLE DAMIRACLE	\$	31.20
PP2014	DRUMGOOLE NOREAGO MONTREAL	\$	118.22
PP2014	DUNN THOMARIAL	\$	61.21
PP2014	EASON ANTWAN LAMONT	\$	223.54
PP2014	EDWARDS BARRY GENE	\$	190.52
PP2014	EDWARDS NORAH BETH	\$	128.07
PP2014	ELLINGTON JAMES LEON	\$	78.24
PP2014	ELLIS LERON	\$	392.54
PP2014	EUCEDA LUCILO	\$	83.35
PP2014	EVANS JENNIFER YOLANDA	\$	32.23
PP2014	EVANS NIKKI	\$	47.73
PP2014	FAJARDO ISABEL MARQUEZ	\$	256.41
PP2014	FARIZ QUINTERO JOSE	\$	80.04
PP2014	FARMER ASHLEY L	\$	101.75
PP2014	FIELDS JR QUINTON	\$	149.90
PP2014	FIGUEROA ANGEL	\$	118.47
PP2014	FROM START TO FINISH	\$	164.58
PP2014	G & A SALON	\$	50.26
PP2014	GARCIA JOSE GOMEZ	\$	108.26
PP2014	GARCIAS ADDIAS GOMEZ	\$	74.64
PP2014	GAVIN STEPHEN JEROME	\$	399.46

PP2014	GAY WILLIAM R	\$	111.26
PP2014	GIBSON HELEN P	\$	50.02
PP2014	GILLAM ROLAND HENRY	\$	50.02
PP2014	GILLUS ELETHA M T/A UPTOWN BEAUTY	\$	123.64
PP2014	GOMEZ ERNESTO GARCIA	\$	130.90
PP2014	GOMEZ EZEQUIEL ARIAS	\$	50.02
PP2014	GOODWIN DWANE WENDELL	\$	50.02
PP2014	GREEN CHERRAN	\$	49.75
PP2014	GREEN TINA LOUISE	\$	37.56
PP2014	GREEN VANESSA	\$	66.44
PP2014	GUTIERREZ MARANO	\$	148.49
PP2014	HAMLIN CURTIESHA L.	\$	116.07
PP2014	HARDING RONNIE JEROME	\$	83.64
PP2014	HARRELL APRIL T/A PAWS R US	\$	6.00
PP2014	HARRELL RYAN WADE	\$	829.06
PP2014	HARRIS EDDIE MCCOY	\$	50.02
PP2014	HARRIS MARK ANTONIO	\$	104.60
PP2014	HARRIS VIRGINIA ANN	\$	26.26
PP2014	HARRISON EMMA PERSON	\$	50.02
PP2014	HARRISON NICKOLE SHEREE	\$	58.03
PP2014	HAWKINS LAMAR	\$	50.02
PP2014	HICKS CATINA RENEE	\$	95.77
PP2014	HICKS JESSIE JAMES	\$	28.04
PP2014	HICKS SHEREE EBONY	\$	109.46
PP2014	HILL JR MICHAEL RYDELL	\$	80.04
PP2014	HILL NATALIE ALYS	\$	63.33
PP2014	HILL TAHANNA SEMAJ	\$	107.60
PP2014	HODO WILLIAM CARLOS	\$	93.25
PP2014	HOLLOMOND CONNIE P	\$	338.75
PP2014	HOLLOWAY SHAWNE	\$	89.95
PP2014	HOLMES DEBORAH L	\$	124.47
PP2014	HOUSE SHARON KAY	\$	50.02
PP2014	HOUSE WILLIE EARL	\$	117.87
PP2014	HUNTER CALVIN W	\$	54.86
PP2014	HUNTER JACOBY R	\$	130.48
PP2014	HUTCHINSON JERON TREMAINE	\$	91.55
PP2014	IBARRA ALARCON TEODARO	\$	186.91
PP2014	INMAN RUBY E	\$	29.80
PP2014	JACKSON JR THOMAS JEFFERSON	\$	145.49
PP2014	JARRETT COREY ANTWAN	\$	212.63
PP2014	JIMENEZ LUIS	\$	372.29
PP2014	JIMENEZ NICANOR	\$	128.47
PP2014	JOHNSON JOYCE ANN	\$	94.45
PP2014	JOHNSON JR BERNARD M	\$	54.80
PP2014	JOHNSON NINA A	\$	36.33
PP2014	JOHNSON WYNEA M	\$	34.60
PP2014	JONES CHRISTOPHER NICHOLAS	\$	294.38

PP2014	JONES GRADY T/A GRADY REMODELING	\$	48.40
PP2014	JONES JR HENRY	\$	113.06
PP2014	JONES KEISHA	\$	26.73
PP2014	JONES KISSY BOONE	\$	135.28
PP2014	JONES MARY OBIE	\$	143.68
PP2014	JONES MICHELLE SHEREE	\$	28.11
PP2014	JONES SAMIRA MONIQUE	\$	131.68
PP2014	JONES TALITHA FAYE DELVON JONES	\$	130.48
PP2014	JONES WILLIE HERMAN	\$	52.27
PP2014	KEA STEPHEN & DARLENE	\$	240.95
PP2014	KEE JR FLOYD LONNIE	\$	122.07
PP2014	KEE LAVONDA TIERA & KENISHA KEE	\$	43.21
PP2014	KELLY CHRISTOPHER	\$	69.23
PP2014	KIDD BARRY IAN	\$	146.88
PP2014	KITCHEN JR HERMAN R	\$	243.50
PP2014	KITCHEN OWEN FRANK	\$	690.90
PP2014	LANKFORD CAROLYN	\$	105.26
PP2014	LAZCANO-LOPEZ GARCIELA	\$	112.46
PP2014	LEACH JR ROBERT EDWIN	\$	183.31
PP2014	LEE ANNIE LAVERNE	\$	14.14
PP2014	LEE CHRISTIAN BROOK	\$	104.06
PP2014	LEWIS FRANCINE	\$	77.04
PP2014	LEWIS LEE FRANK	\$	146.30
PP2014	LINDER SHAHEED	\$	89.20
PP2014	LOGAN NATALIE	\$	42.25
PP2014	LONG IIL PROMISE	\$	75.84
PP2014	LOPEZ MARIELA LOPEZ	\$	87.85
PP2014	LOPEZ OSCAR RENE	\$	179.10
PP2014	LOPEZ RODOLFO MORALES	\$	385.65
PP2014	LOVE JEROME J	\$	302.50
PP2014	LOWERY BLANCHE	\$	362.91
PP2014	LUCAS RUSSELL A	\$	1,451.39
PP2014	LUCAS SPARKLE CARMILLA	\$	82.44
PP2014	LUNDY QUAVANNE	\$	84.24
PP2014	MAJETTE LAWRENCE LAMONT	\$	50.02
PP2014	MANNING DAPHANE LATASHIA	\$	77.64
PP2014	MASON CHARLES LEE	\$	205.83
PP2014	MASON GERMAINE JOSEPH	\$	28.65
PP2014	MASON GLORIA DEAN MASON LEON JR	\$	519.13
PP2014	MASON JR LEON BERNARD	\$	98.65
PP2014	MASON MEGAN N	\$	84.84
PP2014	MATTHEWS SHAWN DAWAYNE	\$	50.02
PP2014	MATTOX THOMAS MARION	\$	305.20
PP2014	MAYES NELSON E	\$	115.79
PP2014	MCKINNON MARGARET L.	\$	63.83
PP2014	MEREDITH FENICE MAE & FREDDIE	\$	160.95
PP2014	MILLER JR CLAUDE	\$	78.84

PP2014	MILLER KASSANDRA	\$	29.33
PP2014	MILLS TARESSA	\$	86.48
PP2014	MITCHELL LAWANDA S.	\$	156.29
PP2014	MOODY PATRICK WAYNE	\$	23.86
PP2014	MOODY SIDNEY	\$	112.46
PP2014	MOORE LISA HARRISON	\$	83.22
PP2014	MOORE NEHEMIAH JAMES	\$	14.90
PP2014	MOORE PAULA BETH	\$	196.53
PP2014	MOORE SYLVIA LYNN	\$	92.65
PP2014	MOORE TERRIA SHARON	\$	109.46
PP2014	MORAN MICHAEL	\$	14.67
PP2014	MURRELL SHERRY LOUISE	\$	421.68
PP2014	NARANJOS SILVAN JSOE DEL CARMEN	\$	50.02
PP2014	NEVILLE JOHN SCOTT	\$	212.13
PP2014	NISSAN INFINITI	\$	195.32
PP2014	NUNEZ CARRENO ABEL	\$	199.52
PP2014	OBERRY GREGORY	\$	595.30
PP2014	OBEY PATRICE LAQUISHA	\$	88.45
PP2014	ORIOLE MORALES AURELIO	\$	134.08
PP2014	ORTEGA MANUEL	\$	368.84
PP2014	ORTIZ EUGENIO RAMIRO	\$	72.44
PP2014	OWENS TIMOTHY	\$	47.03
PP2014	PAIR MARCUS DWAYNE	\$	351.86
PP2014	PARKER CHARLES LEONARD	\$	89.65
PP2014	PARKER DONELLA	\$	80.64
PP2014	PARKER TAJI	\$	109.56
PP2014	PATEL PRITESHKUMAR K.	\$	155.69
PP2014	PATEL RITESHKUMAR J.	\$	293.79
PP2014	PEEBLES ROLAND LEE	\$	651.07
PP2014	PEGRAM LARRY DARNELL	\$	61.89
PP2014	PEREZ ORITZ FELICIANO GONZALO	\$	77.64
PP2014	PEREZ VELASQUEZ RAFAEL	\$	123.27
PP2014	PEREZ-JIMENEZ MARIA CRUZ	\$	117.87
PP2014	PERSON CYNTHIA	\$	192.32
PP2014	PERSON JR JAMES	\$	14.90
PP2014	POPE LESHAWN	\$	47.76
PP2014	POWELL DOREEN	\$	105.86
PP2014	POWELL JR JEFFIE	\$	1,220.83
PP2014	PRICE JASMINE	\$	98.33
PP2014	PRICE TERRANCE	\$	84.84
PP2014	PRIMIUS CECILIA TYLER	\$	50.02
PP2014	PUEBLO VIEJO	\$	406.37
PP2014	RAMSEY CRYSTAL G.	\$	355.30
PP2014	RAMSEY CRYSTAL S.	\$	184.62
PP2014	RAMSEY DANIEL F	\$	50.02
PP2014	REEVES STEVEN JR	\$	106.46
PP2014	REID BRADFORD	\$	863.76

PP2014	RICHARSON CHRISTOPHER	\$	122.67
PP2014	RIOS BARRERA	\$	284.82
PP2014	ROBERTS DEANNA	\$	50.02
PP2014	ROBERTS GARLAND	\$	50.02
PP2014	ROBINSON KIMBERLY	\$	119.67
PP2014	RODRIGUEZ GONZALEZ JONATHAN	\$	181.51
PP2014	ROGERSON PAUL	\$	298.35
PP2014	ROPER MICHELLE NICOLE	\$	88.45
PP2014	ROPER WAKKI KAELIF DAVID	\$	50.02
PP2014	ROUSE JR TONY	\$	28.87
PP2014	RUTH DENISE ANDERSON	\$	81.24
PP2014	SALAZAR LEON RENE DEJESUS	\$	135.28
PP2014	SALLIE LYNARD ARTIS	\$	186.91
PP2014	SALVADOR TEODULO	\$	164.10
PP2014	SANCHEZ-ACEVEDO JOSE ANGEL	\$	285.98
PP2014	SCOTT MARY DUNN	\$	132.82
PP2014	SEABORN PATRICK BERNARD	\$	135.88
PP2014	SEWARD JENNIFER MARIE & SEWARD DESTINY	\$	28.27
PP2014	SINCLAIR ROSA ELIZABETH	\$	88.45
PP2014	SLADE DEMARO	\$	23.89
PP2014	SLADE SHAKEENA	\$	63.61
PP2014	SLOAN JR TIMMY RECARDO	\$	134.08
PP2014	SMITH CAMERON PATRICE	\$	83.60
PP2014	SMITH GERALDINE THOMAS	\$	112.46
PP2014	SMITH JR HORACE FENTON	\$	83.04
PP2014	SMITH RAKERIA J.	\$	97.91
PP2014	SOTERO MARCELIANO	\$	50.02
PP2014	SPRUELL SENECA	\$	330.41
PP2014	SQUIRE EARL THOMAS	\$	50.02
PP2014	SQUIRE SHIRLEY	\$	44.50
PP2014	SQUIRE YVONNE	\$	27.84
PP2014	STARKE NELSON	\$	125.07
PP2014	STEPHENS ELTON JAMES	\$	208.64
PP2014	STEWART LATOYA DENISE	\$	39.37
PP2014	STOKES JR MILLIS T	\$	50.02
PP2014	SUGARED MEMORIES LLC	\$	140.08
PP2014	SYKES SHIRLEY	\$	44.50
PP2014	TART LAVONDA F	\$	50.02
PP2014	TAYLOR KAYE JOYNER	\$	61.21
PP2014	TAYLOR TAQUILLA R	\$	182.14
PP2014	TEMPLE ADAM DOYLE DANIELLA LUCIANO	\$	52.13
PP2014	THOMAS COURTNEY	\$	50.02
PP2014	THOMPSON TARA L	\$	30.38
PP2014	THORNHILL SHONDA L	\$	110.09
PP2014	THREAT FLOYD	\$	50.02
PP2014	THREAT JOHNNIE C	\$	77.64
PP2014	TILLAR WILLAM T III DD	\$	452.80

PP2014	TISDALE KAYLA N	\$	50.51
PP2014	TORRES ALFARO LUIS MIGUEL	\$	46.79
PP2014	TRAFTON BULLOCK JANICE LYVONE	\$	29.42
PP2014	TRENT ANNE MARIE	\$	50.02
PP2014	TRIPLET MELISSA M	\$	75.24
PP2014	TUCKER-CARUSO ERIC C RAY	\$	13.83
PP2014	TURNER COLLEEN MARIE	\$	29.79
PP2014	TURNER MICHAEL TERRELL	\$	85.44
PP2014	VARGAS ARIAS E	\$	29.79
PP2014	VAUGHAN JR LARRY D.	\$	87.25
PP2014	VIANA VELAZQUEZ SAMUEL DAVID	\$	28.98
PP2014	VIANA VELAZQUEZ WALTER ISAAC	\$	127.37
PP2014	WALKER DENNIS D	\$	28.87
PP2014	WALKER TERI DENISE	\$	99.56
PP2014	WALKER WILLIAM ALVIN	\$	213.17
PP2014	WALTON ANDREW	\$	71.04
PP2014	WALTON DEBRA JEAN	\$	140.62
PP2014	WALTON SYRENA LAVERNE	\$	109.46
PP2014	WEBB JR FRANK ALEXANDER	\$	224.74
PP2014	WEBB SHADONNA L	\$	193.52
PP2014	WELLS JR ROBERT AUBREY	\$	102.05
PP2014	WHELESS TREASURE SHAY	\$	28.82
PP2014	WHIFIELD HENRIETTE	\$	78.24
PP2014	WHITSON CARL E	\$	131.08
PP2014	WILKERSON ASHLEY N	\$	50.02
PP2014	WILLIAMS ALEXIS S	\$	118.87
PP2014	WILLIAMS ANTHONY L	\$	110.66
PP2014	WILLIAMS SHIRLEY JEAN	\$	282.38
PP2014	WILSON KEVIN RICHARD	\$	441.49
PP2014	WOODLEY LYDIA VERDETTE	\$	72.09
PP2014	WOODRUFF JASON R	\$	166.36
PP2014	WRIGHT BRENDA R	\$	101.66
PP2014	WRIGHT SHEILA L	\$	132.59
PP2014	WYATT KEITH ELLIOTT	\$	50.02
PP2014	WYCHE SHAMEKA P	\$	29.23
PP2014	1ST CHOICE FOOD SERVICE INC	\$	1,204.51

RE2014	AIRWAVES LLC	\$	1,699.26
RE2014	AL CLARY & SONS CONSTR CO INC	\$	21.83
RE2014	ALLEN CHARLIE EARL & DORETHA D	\$	154.88
RE2014	ALLEN RHONDA A AND POOLE JIMMY L	\$	310.81
RE2014	ALLEN ROBERT AND MARY H	\$	518.30
RE2014	ANDERSON PAULA RHEA	\$	470.45
RE2014	APPLEWHITE CARLTON R & LISA M	\$	1,155.38
RE2014	ARTIS MATTIE	\$	28.11
RE2014	BAILEY FAMILY TRUST C/O ROBERT BAI	\$	109.13

RE2014	BAILEY ROBERT L II & RODWELL A	\$	1,016.62
RE2014	BAILEYS INVESTMENTS GROUP	\$	873.81
RE2014	BANNISTER J C A B BATTE ET ALS C/O	\$	95.97
RE2014	BARFIELD M C ESTATE	\$	155.19
RE2014	BARNES LUCINDA HARRISON	\$	47.35
RE2014	BOGDAN ANDREW JR C/O LINDA NEWSOME	\$	403.86
RE2014	BRADDY CURTIS R SR LIFE RIGHTS	\$	993.33
RE2014	BRITT IDA P AND OTHERS	\$	71.66
RE2014	BULLOCK RENEE D TERRY WILLIE J JR	\$	130.35
RE2014	CAIN HENRY ESTATE	\$	43.29
RE2014	CARSON MARGARET	\$	770.99
RE2014	CEDINE MARY	\$	28.11
RE2014	CIVIC PARKING ASSOCIATION OF EMPORIA	\$	672.55
RE2014	CLARK SHAFFER L JR AND KAREN D	\$	74.69
RE2014	COPELAND FAYE L LIFE ESTATE	\$	1,218.17
RE2014	CRADDLE MONICA ARMSTRONG	\$	520.34
RE2014	CROSS JOSEPH W	\$	117.23
RE2014	DAVIS MARY S	\$	293.46
RE2014	DAVIS MARY WILKINS	\$	471.72
RE2014	DAVIS SAM AND OTHERS	\$	78.75
RE2014	DEBERRY JOSEPH C	\$	1,108.79
RE2014	DELBRIDGE CHARLES LEE III	\$	358.28
RE2014	DELBRIDGE THOMAS L AND CHARLENE	\$	272.52
RE2014	DELBRIDGE TOM	\$	293.78
RE2014	DOSWEL JAMIL REGINALD	\$	81.79
RE2014	DOYLE JOYACE	\$	279.28
RE2014	DREWRY YASHAI' DENECHA ET ALS	\$	60.27
RE2014	EDWARDS THOMAS	\$	209.27
RE2014	EDWARDS THOMAS JR	\$	202.31
RE2014	FEDERAL HOME LOAN MORTGAGE	\$	1,266.79
RE2014	FIGUERDA ANGEL	\$	2,102.36
RE2014	FINNELL SAMUEL C/O VICELLE DANIELS	\$	138.50
RE2014	FISHER HATTIE C/O PYTRISHA RICE	\$	538.56
RE2014	FORD JAKARI CATRON	\$	900.48
RE2014	GIBBS ANNIE L ESTATE	\$	81.79
RE2014	GILLUS ELETHA MARINA	\$	623.64
RE2014	GIVENS JAMES HENRY ESTATE C/O JAME	\$	25.07
RE2014	GOODWYN ROBERT & CLEO	\$	213.57
RE2014	GRANT RUSSELL L JR AND CRYSTAL P	\$	432.22
RE2014	GRAVES GLORIA H.	\$	96.97
RE2014	GREEN ANTHONY	\$	390.69
RE2014	GREEN ANTHONY & GREEN JOAN	\$	103.05
RE2014	GREEN NATHAN W OR NANCY P	\$	1,071.31
RE2014	GREENSVILLE OIL CO	\$	50.38
RE2014	GRIZZARD PARTNERSHIP LLC	\$	5,692.99
RE2014	HALL FLORENCE M	\$	30.13
RE2014	HALL FLORENCE M AND WILLIE	\$	138.76

RE2014	HARDING JAMES LIFE RIGHT	\$	608.45
RE2014	HARDY LEAH	\$	161.28
RE2014	HARRELL CONNIE	\$	1,605.82
RE2014	HARRELL MARTIN FRANCIS JR	\$	547.28
RE2014	HARRISON IVA V.	\$	582.12
RE2014	HARRISON MARY C/O OTIS MILLS	\$	79.75
RE2014	HAWTHORNE LISA	\$	664.15
RE2014	HAWTHORNE LLOYD AND PINKIE	\$	72.66
RE2014	HAYES FRANZINE	\$	28.49
RE2014	HICKS JAMES	\$	259.45
RE2014	HILL JEFFERSON	\$	452.48
RE2014	HOBBS FRANCIS K.	\$	761.14
RE2014	HOBBS GARFIELD	\$	199.27
RE2014	HOKE HARRY F ESTATE	\$	59.50
RE2014	HOLY TRINITY CHURCH OF EMPORIA	\$	101.03
RE2014	HORTON LINDA	\$	98.58
RE2014	HOUSE WILLIE & BARBARA	\$	369.17
RE2014	HUNTER IDA M.	\$	560.85
RE2014	HURDLE PAUL BARNABUS & DOROTHY	\$	25.07
RE2014	JARRATT J B ESTATE C/O HATTIE W SMITH	\$	162.81
RE2014	JESSEE JOHN D SR & MERLE	\$	115.40
RE2014	JOHNSON JAMES EDWARD JR	\$	432.22
RE2014	JONES JOHN WESTATE	\$	28.11
RE2014	JONES MITCHELL & LUCILLE	\$	23.58
RE2014	JONES PAUL E IV & ARLENE	\$	503.12
RE2014	JONES ROBERT ESTATE	\$	72.66
RE2014	JONES WILLIAM B JR & VIVIAN	\$	553.76
RE2014	JOYNER WILLIE D JR	\$	1,308.34
RE2014	KEE MARTHA C/O DEANA CORBIN	\$	46.33
RE2014	KEEWER SYLVIA FAISON	\$	107.10
RE2014	KELLEY WAVERLEY K & SARAH	\$	1,182.72
RE2014	LANE EVELYN E	\$	207.08
RE2014	LANKFORD CAROLYN CATO (1/2)	\$	1,191.58
RE2014	LEE RICHARD C/O JOYCE THOMAS	\$	25.07
RE2014	LEWIS CATHERINE ESTATE	\$	402.85
RE2014	LEWIS PETER ESTATE C/O RUTH DUNNE	\$	78.75
RE2014	LEWIS WILLIAM AND CARRIE	\$	23.04
RE2014	LEWIS WILLIE AND MARY ANN	\$	342.29
RE2014	LINDER SHAHEED	\$	643.90
RE2014	LIPSCOMB RONALD	\$	384.62
RE2014	LOCKE ELMO	\$	21.03
RE2014	LOPEZ EUGENE	\$	950.78
RE2014	LYNCH JOSEPH C/O R AMAKER	\$	76.72
RE2014	MASON GLORIA VAUGHAN	\$	356.25
RE2014	MASON MARY OR JACQUELINE BIRCH H	\$	83.81
RE2014	MASON PATTIE PHIPPS	\$	30.13
RE2014	MASON PEACORA	\$	378.54

RE2014	MCBETH QUENTIN	\$	713.79
RE2014	MCCLENNY RONALD E	\$	87.66
RE2014	MCCOY ISHMEAL & MARY	\$	1,539.17
RE2014	MCDANIEL DALE & LANA	\$	449.44
RE2014	MCDUFFIE NAKOMIS G	\$	35.20
RE2014	MITCHELL JEAN K	\$	105.15
RE2014	MITCHELL JERRY N JR	\$	94.95
RE2014	MOBLEY EVELYN L OR ANNA DAVIS	\$	325.93
RE2014	MOBLEY JACK B.	\$	263.08
RE2014	MONTGOMERY ARTHUR AND OTHERS	\$	411.96
RE2014	MOODY CHRISTOPHER RYAN	\$	522.36
RE2014	MOORE CHRISTINA & ADAM	\$	743.37
RE2014	MOORE HANNAH RUTH C AND MARY LOUIS	\$	74.69
RE2014	MOORE VIRGINIA L AND	\$	599.33
RE2014	MOSES FRANCES B	\$	559.83
RE2014	MYCHEL JAMES ESTATE	\$	27.09
RE2014	NICHOLLS MARY AVENTS	\$	667.19
RE2014	PATTERSON LAS ERIC AND OTHERS	\$	653.02
RE2014	PEEBLES JOHN ESTATE	\$	113.95
RE2014	PERSON DILLWYN	\$	597.31
RE2014	PERSON ROSE	\$	97.99
RE2014	PERSON WARNER	\$	76.72
RE2014	PICKETT LORINE AND OTHERS	\$	103.69
RE2014	PITT JOSEPH R	\$	267.13
RE2014	PKR CONVELESCENT CTR	\$	65.58
RE2014	POTTS TIFFANY F EDWIN T AND ALVIN C	\$	92.92
RE2014	POWELL SPEARMAN	\$	281.31
RE2014	PRINCE BERNARD	\$	751.76
RE2014	RAMADA LLC	\$	1,043.97
RE2014	REDEEMED HOUSING CORP	\$	1,552.91
RE2014	REESE FLOSSIE ESTATE C/O G W WILLI	\$	26.07
RE2014	RICHARDSON WILBERT	\$	377.53
RE2014	ROBERTS MARY J	\$	96.97
RE2014	SABO BETTY G	\$	635.54
RE2014	SANFORD ANGELA L	\$	782.65
RE2014	SARGEANT SYDNEY & HATTIE	\$	692.52
RE2014	SEXTON JAMES & CLAUDETTE	\$	75.71
RE2014	SMALL PEARLINE P.	\$	594.02
RE2014	SMITH DOROTHY M	\$	661.12
RE2014	SMITH HARVEY M	\$	142.55
RE2014	SPELLER KENNETH	\$	2,550.01
RE2014	STOKES JUNIUS AND VIOLA	\$	36.20
RE2014	STUKES JOYCE AND DAVID SAMUEL & DARNELL	\$	519.32
RE2014	SUMUKH LLC	\$	6,471.20
RE2014	TAYLOR EMMA C/O MARGARET DRAPER	\$	30.13
RE2014	TAYLOR VIRGINIA AND OTHERS	\$	293.73
RE2014	TAYLOR WILMA	\$	519.19

RE2014	TEMPLE AUBREY N JR	\$	2,054.76
RE2014	THREAT KIMBERLY HARDING	\$	1,389.33
RE2014	TILLAR JAMES RUSSELL & FANNIE	\$	144.96
RE2014	TINDER ROBERT S	\$	99.00
RE2014	TURNER JOHN	\$	39.24
RE2014	TURNER MARY C/O JAMES BARNES	\$	379.16
RE2014	TURNER NELL E	\$	43.29
RE2014	VAUGHAN JANE & MORGAN JANELLE	\$	559.83
RE2014	VAUGHAN MARY	\$	513.25
RE2014	VIRGINIA DYEING CORP	\$	1,989.92
RE2014	WALKER JUNIOUS LIFE RIGHT	\$	256.63
RE2014	WEAVER MARY P	\$	191.16
RE2014	WEAVER VICTORIA AND W C P WEAVER III	\$	2,128.44
RE2014	WELLS MICHAEL W & JONATHAN M	\$	910.27
RE2014	WELLS STEPHEN & LAUREN	\$	353.44
RE2014	WHITSON CARL E	\$	716.83
RE2014	WILLIAMS CLIFTON D & LENA C/O T JOHNSON	\$	46.33
RE2014	WILLIAMS EARL B	\$	30.13
RE2014	WILLIAMS FRANK C	\$	558.82
RE2014	WYCHE HERBERT LEE	\$	59.50
RE2014	WYCHE NATHALIA	\$	2,239.86

W. S. HARRIS, JR.

# City of Emporia



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

July 16, 2015

JOYCE E. PRINCE  
COMMISSIONER

LISA D. COUNCIL  
DEPUTY COMMISSIONER

The Honorable Mayor  
City Council Members  
City Manager

Dear Members of Council:

During the month of June a total of \$6,070.57 was processed for City Business Licenses.

Transient tax totaled \$114,253.85 for the month of May and processed during June.

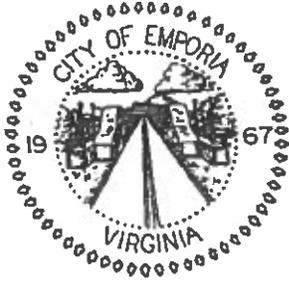
Meal tax processed during the month of June totaled \$159,193.65.

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

	<u>May 2014</u>	<u>May 2015</u>
Meal Tax	\$150,913.51	\$159,193.65
Transient Tax	\$ 95,355.36	\$114,253.85

Respectfully,

Joyce E. Prince



**CITY OF EMPORIA**

DEPARTMENT OF INSPECTIONS

**June -2015  
Code Enforcement Monthly Report**

**Notices Issued**

**Resolved**

**Inoperable Vehicles - 2**

**2- By Owner**

**Weeds / Grass - 5**

**13- By Owner  
4- By City Contractor**

**Property Maintenance - 4**

**21- By Owner**

**Zoning - 0**

**0- By Owner**

**Cases Turned Over To City Attorney – 23**

**Total Notices Issued – 11**

**Invoiced Notices- 4**

**Weeds / Grass – 4  
Inoperable Vehicle- 0  
Demolition- 0**

**Total- Weeds/ Grass- 4  
Inoperable Vehicles- 0  
Demolition- 0**

**Total Amount- \$427.20**

**Signature :**

**Supervisor :**

*[Handwritten signature]*  
\_\_\_\_\_  
*[Handwritten signature]*  
\_\_\_\_\_

**Emporia Police Department Statistics  
Arrests by Race**

**June 2015**

	<b>Black</b>	<b>%</b>	<b>White</b>	<b>%</b>	<b>Other</b>	<b>%</b>
<b>Criminal Arrests</b>	45	69%	18	28%	2	3%
<b>Selective Tickets</b>	380	37%	565	55%	84	8%
<b>Regular Tickets</b>	48	67%	18	25%	6	8%

IBR Offense Counts 6/1/2015-6/30/2015 Emporia Police Department

3	13A-Aggravated Assault
24	13B-Simple Assault
3	13C-Intimidation
1	220-Burglary/Breaking & Entering
9	23C-Shoplifting
1	23D-Theft From Building
4	23F-Theft From Motor Vehicle
4	23H-All Other Larceny
1	240-Motor Vehicle Theft
2	250-Counterfeiting/Forgery
1	26B-Credit Card/Automatic Teller Machine Fraud
1	26E-Wire Fraud
1	270-Embezzlement
18	290-Destruction/Damage/Vandalism of Property
13	35A-Drug/Narcotic Violations
1	370-Pornography/Obscene Material
2	520-Weapon Law Violations
2	90B-Curfew/Loitering/Vagrancy
2	90C-Disorderly Conduct
4	90D-Driving Under the Influence
2	90E-Drunkenness
3	90F-Family Offenses, Nonviolent
1	90G-Liquor Law Violations
3	90J-Trespass of Real Property
59	90Z-All Other Offenses
	59           Unclassified 90Z

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165	Total Offenses Reported
167	Total Incidents Reported

# **Criminal Arrestees**

**June 2015**

Resident – 41

Non-resident - 24

**Noise complaints  
June 2015**

**Loud Music/Noise from Building – 7      no summons**

### CONSENT SEARCHES

DATE	RACE	REASON	RESULTS	ARREST
6/1/15	b/m	DIP	Marijuana	Yes
6/29/15	w/m	Traffic Stop	Marijuana	Yes



# Emporia Animal Control Monthly Report

## June 2015

<u>Dogs</u>		<u>Cats</u>	
On Hand	<u>10</u>	On Hand	<u>11</u>
Stray	<u>3</u>	Stray	<u>23</u>
Seized	<u>0</u>	Seized	<u>0</u>
Bite Cases	<u>0</u>	Bite Cases	<u>1</u>
Surrendered by Owner	<u>3</u>	Surrendered by Owner	<u>1</u>
Transferred In	<u>0</u>	Transferred In	<u>0</u>
Born in Facility	<u>0</u>	Born in Facility	<u>0</u>
DOA	<u>3</u>	DOA	<u>2</u>
Claimed by Owner	<u>0</u>	Claimed by Owner	<u>4</u>
Adopted	<u>7</u>	Adopted	<u>7</u>
Transferred Out	<u>1</u>	Transferred Out	<u>0</u>
Died in Facility	<u>0</u>	Died in Facility	<u>0</u>
Euthanized	<u>2</u>	Euthanized	<u>0</u>
Remain	<u>6</u>	Remain	<u>24</u>
<u>Wildlife</u>		<u>General</u>	
Wild or Fowl	<u>3</u>	Calls Answered	<u>170</u>
DOA	<u>2</u>	Hours	<u>          </u>
Relocate	<u>1</u>	Mileage	<u>          </u>
On-Hand	<u>0</u>	Verbal Warning	<u>2</u>
Euthanize	<u>0</u>	Summons Issued	<u>0</u>
		Court Cases	<u>0</u>

Remarks \_\_\_\_\_

Prepared by:           *Greg Shump*



## 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:

July 1, 2015

**Sheriff Sam C. Brown**

The Honorable Mayor  
City Manager  
Honorable Members of City Council

Dear Members of City Council:

The Emporia Sheriff's Office spent approximately 186 hours in General District and Juvenile & Domestic Relations Court in **June, 2015**. We served a total of **267** civil papers. These are broken down as follows:

<i>Arrest Warrant</i>	1
<i>DNA Testing- Blood Withdrawal</i>	1
<i>Debt</i>	6
<i>Detinue</i>	6
<i>Garnishments</i>	19
<i>Motion to Rehear</i>	1
<i>Misdemeanor Warrants</i>	9
<i>Notice</i>	5
<i>Protective Order</i>	3
<i>Show Cause</i>	39
<i>Support Order</i>	6
<i>Subpoena Duces Tecum</i>	7
<i>Summons</i>	148
<i>Transportations</i>	4
<i>Transport Southside Regional J</i>	1
<i>Unlawful detainer</i>	15
<i>Writ of Possession</i>	1

We collected \$72.00 Sheriff Fees for the month of **June, 2015**. We had **6 transports** for the month.

Sincerely,

A handwritten signature in cursive script that reads "Sam C. Brown".

Sam C. Brown, Sheriff  
City of Emporia

# Data Inventory by FDID

Report Period: From 06/01/2015 to 06/30/2015

FDID: 59500

FD Name: Emporia Fire Dept.

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	29	29	0	0	0	29	29
Number Of Fires	0	5	5	0	0	0	0	5
Number Of Structure Fires	0	2	2	0	0	0	2	2
Number Of Civilian Casualties	0	0	0	0	0	0	0	0
Number Of Fire Serv Cas	0	0	0	0	0	0	0	0
Number Of EMS Incidents	0	11	11	0	0	0	11	11
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	2	2	0	0	0	2	2

# Data Inventory by FDID

Report Period: From 06/01/2015 to 06/30/2015

## REPORT GROUP TOTALS:

	4.1	5.0	Valid	Invalid	No Act.	Released	Unreleased	Total
Number Of Incidents	0	29	29	0	0	0	29	29
Number Of Fires	0	5	5	0	0	0	0	5
Number Of Structure Fires	0	2	2	0	0	0	2	2
Number Of Civilian Casualties	0	0	0	0	0	0	0	0
Number Of Fire Serv Cas	0	0	0	0	0	0	0	0
Number Of EMS Incidents	0	11	11	0	0	0	11	11
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	2	2	0	0	0	2	2



# CITY OF EMPORIA

## Memorandum

July 17, 2015

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

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

**SUBJECT:** Old Elementary School Auditorium – Request to Demolish and Report from Davenport and Company on Cost to Finance Renovations

**ITEM #:** 15-24

As you are aware, the PPEA proposal to renovate the old elementary school auditorium from Kenbridge Construction was rejected at the April 7, 2015 meeting and the deposit has been returned.

A request to demolish the existing facility was tabled.

The Kenbridge Proposal for renovation was defeated and the deposit check was returned to the developer. The proposal cannot be re-considered.

A motion to “Remove item 15-24 from the table” would enable the Council to consider the following alternatives:

1. **A motion directing staff to solicit new PPEA proposals would result in new proposals similar to the Kenbridge proposal.** The motion should indicate whether or not a new city hall should be included.

A **new financing plan** would be required since the 1 cent increase in the meals tax will be used for additional schools funding and the 1 cent increase in the lodging tax will be used for existing capital projects debt service.

2. Approval of the request to demolish will result in the elimination of the building.
3. Failure to adopt option 1 or option 2 will result in the building’s continued deterioration.

Mr. Roland Kooch from Davenport and Company is here to discuss financial options for a renovated auditorium and/or a new or renovated city hall.

PO BOX 511, 201 SOUTH MAIN ST., EMPORIA, VA 23847 TELEPHONE: (434) 634 3332 FAX: (434) 634 0003  
Visit Our Website at: [www.ci.emporia.va.us](http://www.ci.emporia.va.us)

**Recommendation**

Given the fact you previously rejected my recommendation to accept Kenbridge's proposal to renovate the old elementary school property and apparently have no intention to invest any significant amount of City funding on the project, I recommend that you authorize staff to move forward with demolition of the property. As you are aware, you approved \$100,000 in the FY16 budget to be used for this purpose.

**Attachment**

Equivalent Real Estate Tax Impact Summary for Potential New Debt

**Equivalent Real Estate Tax Impact for Potential New Debt  
Civic Center and City Hall  
City of Emporia, Virginia**

	Civic Center Debt	City Hall Renovation	Total
Amount Issued	\$ 3,000,000.00	\$ 4,000,000.00	\$ 7,000,000.00
Annual Debt Service <sup>(1)</sup>	\$207,406.65	\$274,312.02	481,718.67
Equivalent Real Estate Tax Increase <sup>(2)</sup>	5.9¢	7.8¢	13.7¢
Additional Operating Costs	70,000.00		70,000.00
Equivalent Real Estate Tax Increase <sup>(2)</sup>	2.0¢		2.0¢

<sup>(1)</sup> Assumes 2.95% Carter Bank proposed rate received on July 8, 2015. Please note this is for indicative purposes only. The City may not be able to obtain this rate if it undertakes this debt at a later date. Assumes 20 year amortization and \$100,000 cost of issuance.

<sup>(2)</sup> Assumes 1¢ is equal to \$35,000.

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# CITY OF EMPORIA

## Memorandum

July 17, 2015

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Conditional Use Permit Request – 200 Purdy Road  
**ITEM #:** 15-54

Fosho Foods, LLC has submitted a conditional use permit application to operate a “Food Processing” establishment at 200 Purdy Road. The parcels are identified as City Tax Map Numbers 100-9-1 and 100-9-1A and are zoned C-2 Commercial District. “Food Processing and Wholesale Distribution of Food Products” is a permitted use in the C-2 Commercial District with conditional use permit.

As stated in Sec. 90-77 (a) of the City’s zoning code, “C-2 commercial districts shall be utilized to accommodate general business areas or for auto or highway-oriented commercial uses, and wholesaling operations which, by nature or space requirements, do not lend themselves to being concentrated within a centralized, C-1 district area.”

According to the application, Fosho Foods, LLC plans to “upfit (the) building to use for (as) a USDA inspected facility to cook and wholesale certain foods.” Moreover, the application states, “We will cook approximately 1 day a week, and the facility will have the proper ventilation needed. There will be additional improvements made to the existing facility.”

### Recommendation

In reviewing the purpose and intent of the C-2 Commercial District, the nature of the existing land use, and the limited scope of proposed operations, I recommend that Fosho Foods, LLC be granted a conditional use permit. The applicant will be required to adhere to all other zoning and building code requirements before permits are issued. At its July 14, 2015 meeting, the Planning Commission also voted 6 to 0 to recommend approval of this request.

### Attachments

Application  
Zoning and Aerial Maps  
Tax Map Sheet  
Sec. 90-77 C-2 Commercial District  
Draft Site Plan



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

Permit Number 15-0000128  
 Date 6/24/15  
 Tax Map # 1009011A,2  
 Zoning District C2  
 Enterprise Zone Yes  No

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

**Land Use Information:**

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

Description of Request: OPERATE A FOOD PROCESSING AREA

Proposed Acreage: \_\_\_\_\_

**Applicant/Agent Information:**

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

Agent(s): FOSKO FOODS, LLC Phone # 434-348-3581

Address: 1501 WIGGINS ROAD EMPORIA, VA

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

**Property Owner Information:**

Property Owner (s): STANLEY BROTHERS OIL CO. Phone # 434-634-2127

Address: 200 PURDY ROAD  
EMPORIA, VA 23847

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

529 N. MAIN ST  
EMPORIA, VA 23847

**Subject Parcel Information**

Location of Property: 200 PURDY ROAD

Street Address: 200 PURDY ROAD  
EMMAHIA, VA 23067

General Description of Property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Current Zoning (circle one)

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

Proposed Zoning (for rezoning request)

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

Existing Use(s) of Property

CONDITIONAL USE REQUEST

\_\_\_\_\_

\_\_\_\_\_

A. Explain fully the proposed use, type of development, operation program, reason for this request, etc.:

WOULD TO UPFIT BUILDING TO USE FOR A USDA  
INSPECTED FACILITY TO COOK & WHOLESALE CERTAIN FOODS

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

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

WE WILL COOK APPROX 1 DAY A WEEK AND THE FACILITY  
WILL HAVE THE PROPER VENTILATION NEEDED. THERE WILL BE  
ADDITIONAL IMPROVEMENTS MADE TO THE EXISTING FACILITY

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

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

NO

**E. Proffers and Conditions**

List any conditions or proffers currently associated with this property.

N/A

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

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

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

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

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

N/A

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

Notes:

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

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

N/A

I. Explain how the zoning ordinance prohibits or unreasonable restricts the use of the property.

N/A

J. Applicant Remarks

Checklist:

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

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

Date: JUNE 24, 2015

Applicants Name  
(Typed or printed)

FOSHU FOODS, LLC by Angela Sade

Signature of Applicant

Angela S. Sade

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

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

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

Copy of Receipt attached

Action Taken:

\_\_\_\_\_

Planner / Zoning Administrator

\_\_\_\_\_

Date

\_\_\_\_\_

Planning Commission

\_\_\_\_\_

Date

\_\_\_\_\_

City Council

\_\_\_\_\_

Date

**PERMIT FEES**

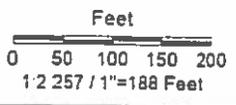
<b>VARIANCE</b>	<b>\$300.00</b>
<b>REZONING</b>	<b>\$400.00 + 50/lot</b>
<b>CONDITIONAL USE PERMIT</b> ✓	<b>\$300.00</b>
<b>TELECOMMUNICATIONS TOWER (CONDITIONAL USE)</b>	<b>\$1,500.00 per plus review by private consultant if deemed necessary for final approval</b>
<b>CO-LOCATION ON EXISTING TOWER (CONDITIONAL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



**Legend**

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

site



**Title:** \_\_\_\_\_ **Date:** 6/4/2015

*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.*





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

<b>Previous Owner</b>	No Data
<b>Database Reference</b>	PB5 P1
<b>Previous Owner's Address</b>	No Data
<b>Date of Transfer</b>	No Data
<b>Sale Price</b>	No Data

**Previous Owner 2**

<b>Previous Owner</b>	No Data
<b>Database Reference</b>	No Data
<b>Previous Owner's Address</b>	No Data
<b>Sale Price</b>	No Data

DISCLAIMER: This report is provided as a guide only and does not constitute an offer of insurance. It is subject to change without notice. The information contained herein is for informational purposes only and should not be used as a basis for any insurance policy. The information contained herein is not intended to constitute an offer of insurance. The information contained herein is for informational purposes only and should not be used as a basis for any insurance policy.

Sec. 90-77. - C-2 commercial district.

- (a) *Purpose and intent.* C-2 commercial districts shall be utilized to accommodate general business areas or for auto or highway-oriented commercial uses, and wholesaling operations which, by nature or space requirements, do not lend themselves to being concentrated within a centralized, C-1 district area.
- (b) *Uses permitted.* Permitted uses in a C-2 district are as follows:
- All uses permitted in C-1 districts.
  - Adult day support facility.
  - Appliance stores.
  - Automobile, truck, manufactured housing sales, services, storage and repairs.
  - Bakery.
  - Barber shops and beauty parlors.
  - Bed, breakfast and tourist homes.
  - Bookstores.
  - Bowling alleys.
  - Building, plumbing, woodworking, wholesaling, air conditioning, sheet metal, electrical and painting contractors' establishments, offices and display rooms, provided that any materials or supplies in an unenclosed area must be arranged so as not to detract from the orderly appearance of the area.
  - Building supplies and service with storage under cover.
  - Branch banks.
  - Car washes.
  - Cards, flower and gift shops.
  - Churches.
  - Commercial, recreational and amusement facilities, with conditional use permit.
  - Child care centers.
  - Delicatessen.
  - Drugstores.
  - Food processing and wholesale distribution of food products with conditional use permit.
  - Funeral homes.
  - Furniture stores.
  - Gasoline service stations, with all repair and storage of vehicles taking place in a fully enclosed

building.

Grocery stores.

Internet sweepstakes cafe with conditional use permit.

Jewelry stores.

Laundromats and dry cleaners.

Machinery sales and service.

Mini-storage facilities.

Motels/hotels.

Nightclubs with conditional use permit.

Pet service and supply establishments.

Photographers.

Printing establishments.

Professional, business, and public offices.

Radio and television broadcasting stations.

Repair service or business, including repair of bicycles, locks, lawn mowers and other small appliances.

Restaurants, including fast food and drive-through types.

Roller skating rinks.

Sexually-oriented businesses (conditional use permit).

Shopping centers.

Tailors and shoe repair shops.

Taxicab establishments.

Theaters.

Tire recapping and vulcanizing.

Trade or vocational schools, with conditional use permit.

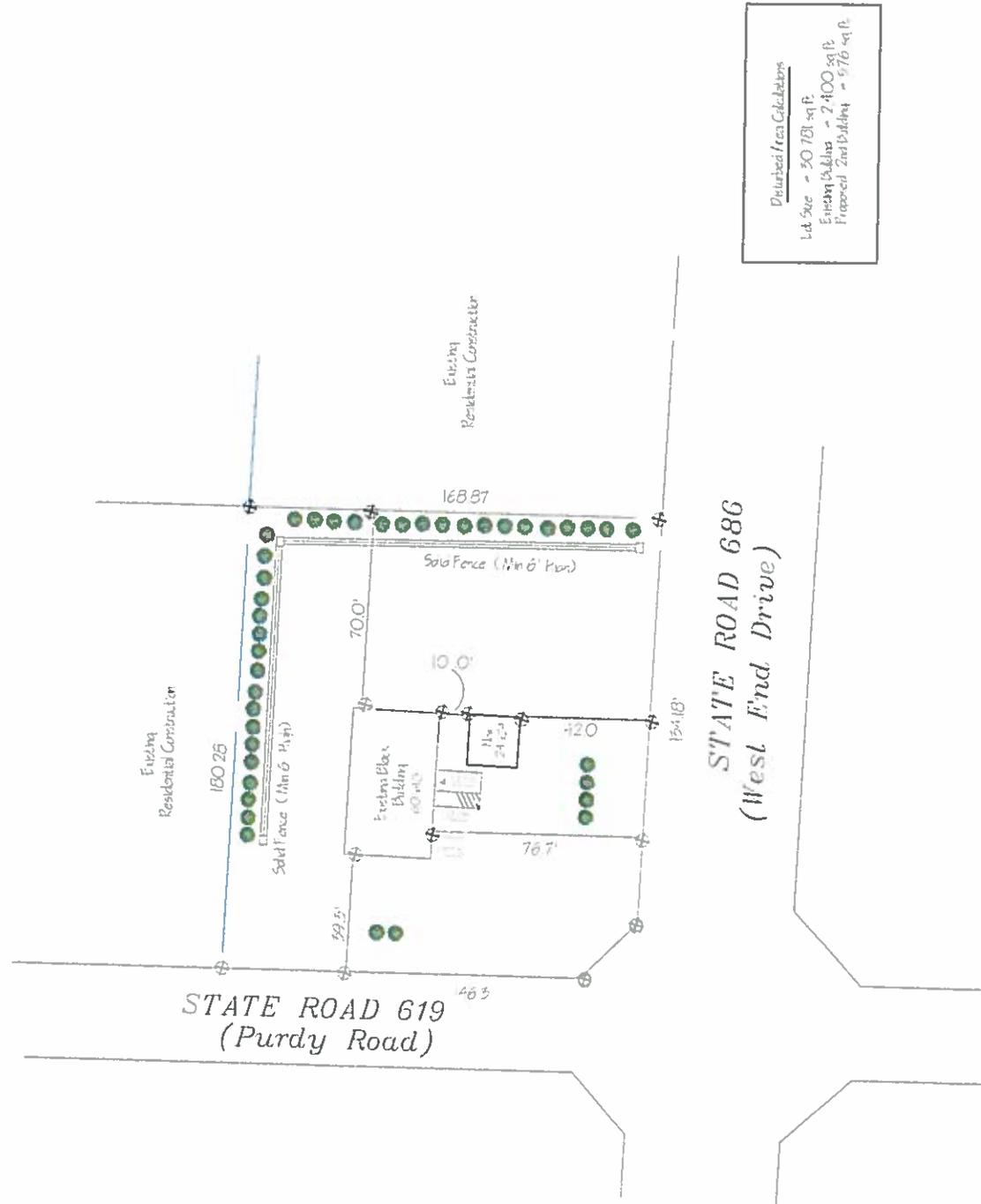
Transportation terminals, automobile and truck sales, service, storage and repairs.

Veterinary hospitals, with conditional use permit.

Warehouses and distribution centers, with conditional use permit.

(c) *Height regulations.* Buildings in a C-2 district may not be erected more than 45 feet in height without prior [approval] of the city planning commission.

(d) *Area regulations.* None, except if the permitted uses utilizes a private water or sewage system, the



Disturbed Area Calculations  
 Lot Size = 50,781 sq. ft.  
 Existing Buildings = 2,400 sq. ft.  
 Proposed 2nd Building = 5,776 sq. ft.





# **CITY OF EMPORIA**

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## **Memorandum**

July 17, 2015

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Zoning Code Amendments – Floodplain Ordinance  
**ITEM #:** 15-55

I have been working with Virginia Department of Conservation and Recreation (DCR) staff to update the City's Floodplain Ordinance in accordance with Federal Emergency Management Agency (FEMA) regulations. Attached is the revised ordinance that meets current FEMA requirements.

### **Recommendation**

At its July 14, 2015 meeting, the Planning Commission voted 6 to 0 to table this item because they wanted more information from DCR staff. As such, you can either also table this item or approve the ordinance as attached.

### **Attachment**

Revised Floodplain Ordinance

**Ordinance**

**AN ORDINANCE TO AMEND CHAPTER 90, ARTICLE VI  
OF THE CODE OF THE CITY OF EMPORIA, VIRGINIA**

**BE IT ORDAINED** by the City Council of the City of Emporia, Virginia, in regular assembly that:

Chapter 90, Article VI of the Code be amended and re-enacted to read as follows:

**ARTICLE VI. - FLOODPLAIN ZONING REGULATIONS**

**FOOTNOTE(S):**

--- (3) ---

**Editor's note**— Ord. No. 09-44, adopted July 21, 2009, amended Art. VI in its entirety, in effect deleting Art. VI and enacting a new Art. VI to read as set out herein Former Art. VI pertained to similar subject matter and derived from Ord. No. 09-16, adopted June 2, 2009.

**Cross reference**— Buildings and building regulations, ch. 14; conformity of subdivision to floodplain regulations, § 66-110.

**State Law reference**— Flood protection and dam safety, Code of Virginia, § 10.1-600 et seq.

**Sec. 90-181. — Authorization and Purpose of article.**

**This ordinance is adopted pursuant to the authority granted to localities by Va. Code § 10.1 – 600.**

- (a) The purpose of this article is to prevent the loss of life and property, the creation of health and safety hazards, the disruption of commerce and governmental services, the extraordinary and unnecessary expenditure of public funds for flood protection and relief, and the impairment of the tax base by:
- (1) Regulating uses, activities, and development which, alone or in combination with other existing or future uses, activities, and development, will cause unacceptable increases in flood heights, velocities and frequencies.
  - (2) Restricting or prohibiting certain uses, activities and development from locating within areas subject to flooding.
  - (3) Requiring all those uses, activities and developments that do occur in floodprone areas to be protected and/or floodproofed against flooding and flood damage.
  - (4) Protecting individuals from buying lands and structures which are unsuited for intended purposes because of flood hazards.
- (b) *Definitions.*

**Appurtenant or accessory structure. Accessory structures not to exceed 200 sq. ft.**

***Base flood.*** The flood having a one percent chance of being equaled or exceeded in any given year.

***Base flood elevation.*** **The water surface elevations of the base flood, that is, the flood level that has a one percent or greater chance of occurrence in any given year. The water surface elevation of the base**

flood in relation to the datum specified on the community's Flood Insurance Rate Map. For the purposes of this ordinance, the base flood is the 1% annual chance flood. The Federal Emergency Management Agency designated 100-year water surface elevation.

*Basement.* Any area of the building having its floor sub-grade (below ground level) on all sides.

*Board of zoning appeals.* The board appointed to review appeals made by individuals with regard to decisions of the zoning administrator in the interpretation of this article.

*Development.* Any manmade change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

*Elevated building.* A non-basement building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, or columns (posts and piers).

*Encroachment.* The advance or infringement of uses, plant growth, fill, excavation, buildings, permanent structures or development into a floodplain, which may impede or alter the flow capacity of a floodplain.

*Existing construction.* Structures for which the "start of construction" commenced before the effective date of the city's initial FIRM, February 2, 1989. "Existing construction" may also be referred to as "existing structures."

*Existing manufactured home park or subdivision.* A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

*Expansion to an existing manufactured home park or subdivision.* The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

*Flood or flooding.*

- (1) A general and temporary condition of partial or complete inundation of normally dry land areas from:
  - a. The overflow of inland or tidal waters; or,
  - b. The unusual and rapid accumulation or runoff of surface waters from any source.
- (2) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in subsection (1)a of this definition.
- (3) Mudflows which are proximately caused by flooding as defined in subsection (2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current. Flood insurance rate map (FIRM). An official map of a community on which the administrator has delineated both the special hazard areas and the risk premium zones applicable to the community.

*Flood Insurance Rate Map (FIRM).* An official map of a community, on which the Federal Emergency Management Agency has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

*Flood insurance study (FIS).* An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudflow and/or flood-related erosion hazards.

*Floodplain or flood-prone area.* Any land area susceptible to being inundated by water from any source.

*Floodproofing.* Any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

*Floodway.* The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [CBK1]

*Freeboard.* A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization in the watershed.

*Highest adjacent grade.* The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

*Historic structure.* Any structure that is:

- (1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,
- (4) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  - a. By an approved state program as determined by the Secretary of the Interior; or
  - b. Directly by the Secretary of the Interior in states without approved programs.

*Hydrologic and Hydraulic Engineering Analysis.* Analyses performed by a licensed professional engineer, in accordance with standard engineering practices that are accepted by the Virginia Department of Conservation and Recreation and FEMA, used to determine the base flood, other frequency floods, flood elevations, floodway information and boundaries, and flood profiles.

*Letters of Map Change (LOMC).* A Letter of Map Change is an official FEMA determination, by letter, that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

*Letter of Map Amendment (LOMA).* An amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a Land as defined by meets and bounds or structure is not located in a special flood hazard area.

*Letter of Map Revision (LOMR).* A revision based on technical data that may show changes to flood zones, flood elevations, floodplain and floodway delineations, and

planimetric features. A Letter of Map Revision Based on Fill (LOMR-F), is a determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer exposed to flooding associated with the base flood. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community's floodplain management regulations.

Conditional Letter of Map Revision (CLOMR). A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study.

Lowest adjacent grade. The lowest natural elevation of the ground surface next to the walls of a structure.

*Lowest floor.* The lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided, that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of Federal Code 44CFR § 60.3.

*Manufactured home.* A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For floodplain management purposes the term manufactured home also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than 180 consecutive days.

*Manufactured home park or subdivision.* A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

*New construction.* For the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of ~~an initial flood insurance rate map on or after December 31, 1974, whichever is later~~ February 2<sup>nd</sup>, 1989, and includes any subsequent improvements to such structures. For floodplain management purposes, new construction means structures for which start of construction commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

*New manufactured home park or subdivision.* A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

Post-FIRM structures. A structure for which construction or substantial improvement occurred after February 2<sup>nd</sup>, 1989 whichever is later.

Pre-FIRM structures. A structure for which construction or substantial improvement occurred on or before February 2<sup>nd</sup>, 1989.

*Recreational vehicle.* A vehicle which is:

- (1) Built on a single chassis;
- (2) Four hundred square feet or less when measured at the largest horizontal projection;
- (3) Designed to be self-propelled or permanently towable by a light duty truck; and

- (4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational camping, travel, or seasonal use.

Repetitive Loss Structure. A building covered by a contract for flood insurance that has incurred flood-related damages on two occasions, in which the cost of the repair, on the average, equaled or exceeded 25 percent of the market value of the structure at the time of each such flood event; and at the time of the second incidence of flood-related damage, the contract for flood insurance contains increased cost of compliance coverage.

Severe repetitive loss structure. A structure that: (a) Is covered under a contract for flood insurance made available under the NFIP; and (b) Has incurred flood related damage – (i) For which 4 or more separate claims payments have been made under flood insurance coverage with the amount of each such claim exceeding \$5,000, and with the cumulative amount of such claims payments exceeding \$20,000; or (ii) For which at least 2 separate claims payments have been made under such coverage, with the cumulative amount of such claims exceeding the market value of the insured structure.

Special flood hazard area. The land in the floodplain subject to a one percent or greater chance of being flooded in any given year as determined in section 90-186(2).

Start of construction. The date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, substantial improvement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of the construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Structure. For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

Structure, for insurance rating purposes, means a walled and roofed building, other than a gas or liquid storage tank, that is principally above ground and affixed to a permanent site, as well as a manufactured home on a permanent foundation. For the latter purpose, the term includes a building while in the course of construction, alteration or repair, but does not include building materials or supplies intended for use in such construction, alteration or repair, unless such materials or supplies are within an enclosed building on the premises.

Substantial damage. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

Substantial improvement. Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage regardless of the actual repair work performed. The term does not, however, include either:

- (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions, or
- (2) Any alteration of a historic structure, provided that the alteration will not preclude the structure's continued designation as a historic structure.
- (3) Historic structures undergoing repair or rehabilitation that would constitute a substantial improvement as defined above, must comply with all ordinance requirements that do not preclude the structure's continued designation as a historic structure. Documentation that a specific ordinance requirement will cause removal of the structure from the National Register of Historic

Places on the State Inventory of Historic places must be obtained from the Secretary of the Interior or the State Historic Preservation Officer. Any exemption from ordinance requirements will be the minimum necessary to preserve the historic character and design of the structure.

Violation. Means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

*Watercourse.* A lake, river, creek, stream, wash, channel or other topographic feature on or over which waters flow at least periodically. Watercourse includes specifically designated areas in which substantial flood damage may occur.

~~Violation. Means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.~~

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-182. - Applicability of article.

This article shall apply to all lands within the jurisdiction of the city and identified as being in the ~~100-year floodplain~~ Special Flood Hazard Area by the Federal Emergency Management Agency.

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-183. - Compliance with article and liability of city.

- (a) After the effective date of this article, no land shall be developed, and no structure shall be located, relocated, constructed, reconstructed, enlarged or structurally altered except in full compliance with the terms and provisions of this article and any other applicable ordinances and regulations which apply to uses within the jurisdiction of this article.
- (b) The degree of flood protection sought by the provisions of this article is considered reasonable for regulatory purposes and is based on acceptable engineering methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by manmade or natural causes, such as ice jams and bridge openings restricted by debris. This article does not imply that areas outside the floodplain districts, or that land uses permitted within such districts, will be free from flooding or flood damages.
- (c) This article shall not create liability on the part of the city or any officer or employee thereof for any flood damages that result from reliance on this article or any administrative decision lawfully made under this article.
- (d) Records of actions associated with administering this article shall be kept on file and maintained by the City of Emporia.

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-184. - Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this article shall be declared invalid for any reason whatever, such decision shall not affect the remaining portions of this article. The remaining portions shall remain in full force and effect; and for this purpose, the provisions of this article are hereby declared to be severable.

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-185. - Abrogation and greater restrictions.

This article supersedes any ordinance currently in effect in ~~100-year one-percent annual chance~~ floodplain areas. However, any underlying ordinance shall remain in full force and effect to the extent that its provisions are more restrictive than this article.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-186. - Description of districts.**

- (a) *Basis of districts.* The various floodplain districts shall include areas subject to inundation by waters of the ~~100-year one-percent annual chance~~ flood. The basis for the delineation of these districts shall be the "Flood Insurance Study and Flood Insurance Rate Map for the City of Emporia," prepared by the Federal Emergency Management Agency, dated July 7, 2009, and any subsequent revisions or amendments thereto. On this map, the ~~100-year one-percent annual chance~~ floodplain boundary corresponds to the boundary of the areas of special flood hazards (zones A and AE).

The city may identify and regulate local flood hazard or ponding areas that are not delineated on the FIRM. These areas may be delineated on a "Local Flood Hazard Map" using best available topographic data and locally derived information such as flood of record, historic high water marks or approximate study methodologies.

The boundaries of the SFHA Districts are established as shown on the FIRM which is declared to be a part of this ordinance and which shall be kept on file at the city offices.

- (1) The floodway district is delineated, for purposes of this article, using the criterion that certain areas within the floodplain must be capable of carrying the waters of the ~~100-year flood one-percent annual chance flood~~ without increasing the water surface elevation of that flood more than one foot at any point. The areas included in this district are specifically defined in Table 1 of the above-referenced flood insurance study and shown on the accompanying flood insurance rate map.
  - (2) The special floodplain district shall be those areas identified as an AE zone on the maps accompanying the flood insurance study for which ~~100-year flood one-percent annual chance~~ elevations have been provided.
  - (3) The approximated floodplain district shall be those areas identified as an A or A99 zone on the maps accompanying the flood insurance study. In these zones, no detailed flood profiles or elevations are provided, but the ~~100-year flood plain one-percent annual chance floodplain~~ boundary has been approximated.
- (b) *Overlay concept.* The overlay concept is as follows:
- (1) The floodplain districts described above shall be overlays to the existing underlying districts as shown on the official zoning map, and, as such, the provisions for the floodplain district shall serve as a supplement to the underlying district provisions.
  - (2) If any conflict exists between the provisions or requirements of the floodplain districts and those of any underlying district, the more restrictive provisions and/or those pertaining to the floodplain districts shall apply.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-187. - District boundary changes.**

The delineation of any floodplain districts may be revised by the city council where natural or manmade changes have occurred and/or where more detailed studies have been conducted or undertaken by the U.S. Army Corps of Engineers, or other qualified agency or individual documents the need or possibility for such change. However, prior to any such change, approval must be obtained from the Federal Insurance Administration.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-188. - Submitting technical data.**

A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, a community shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-189. - Interpretation of district boundaries.**

Initial interpretations of the boundaries of the floodplain districts shall be made by the zoning administrator. Should a dispute arise concerning the boundaries of any of the districts, the board of zoning appeals shall make the necessary determination. The person questioning or contesting the location of the district boundary shall be given a reasonable opportunity to present his case to the board and to submit his own technical evidence if he so desires.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-190. - District provisions.**

- (a) All uses, activities and development occurring within any floodplain district shall be undertaken only with the issuance of a zoning permit. Such development shall be undertaken only in strict compliance with the provisions of this article and with all other applicable codes and ordinances, such as chapter 66 and the Virginia Uniform Statewide Building Code. Prior to the issuance of any such permit, the zoning administrator shall require all applications to include compliance with all applicable state and federal laws and shall review all sites to assure they are reasonably safe from flooding. Under no circumstances shall any use, activity and/or development adversely affect the capacity of the channels or floodways of any watercourse, drainage ditch or any other drainage facility or system.
- (b) Prior to any proposed alteration or relocation of any channels or of any watercourse, stream, etc., within this city, approval shall be obtained from the division of dam safety and floodplain management (department of conservation and recreation). A permit from the U.S. Army Corps of Engineers and the Marine Resources Commission and certification from the state water control board may be necessary (a joint permit application is available from any one of these three organizations). Further notification of the proposal shall be given to all affected adjacent municipalities. Copies of such notification shall be provided to the division of dam safety and floodplain management (department of conservation and recreation) and the Federal Emergency Management Agency.
- (c) All applications for development in the floodplain district and all building permits issued for the floodplain shall incorporate the following information:
  - (1) For structures that have been elevated, the elevation of the lowest floor, including the basement.
  - (2) For structures that have been floodproofed (nonresidential only), the elevation to which the structure has been floodproofed.
  - (3) The elevation of the ~~100-year flood.~~ Base Flood at the site.
  - (4) Topographic information showing existing and proposed ground elevations.
- (d) All manufactured homes to be placed or substantially improved within the floodplain district shall be placed on a permanent foundation and elevated and anchored in accordance with the Virginia Uniform Statewide Building Code.
- (e) New construction and substantial improvements shall be according to this ordinance and the VA USBC, and anchored to prevent flotation, collapse or lateral movement of the structure.
- (f) New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

- (g) New construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
- (h) Electrical, heating, ventilation, plumbing, air conditioning equipment and other service facilities, including duct work, shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
- (i) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- (j) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.
- (k) The flood carrying capacity within an altered or relocated portion of any watercourse shall be maintained.

(Ord. No. 09-44, 7-21-09)

**State law reference**— State water control board, Code of Virginia, § 62.1-44.7 et seq.

**Sec. 90-191. - Floodway district.**

- (a) *Generally.* In the floodway district, no development shall be permitted except where the effect of such development on flood heights is fully offset by accompanying improvements which have been approved by all appropriate local and/or state authorities, as required in this article.
- (b) *Permitted uses.* In the floodway district, the following uses and activities are permitted, provided that they are in compliance with the provisions of the underlying district and are not prohibited by any other ordinance, and provided that they do not require structures, fill or storage of materials and equipment:
  - (1) Agricultural uses, such as general farming, pasture, grazing, outdoor-plant nurseries, horticulture, truck farming, forestry, sod farming and wild crop harvesting.
  - (2) Public and private recreational uses and activities, such as parks, day camps, picnic grounds, golf courses, boat launching and swimming area, horseback riding and hiking trails, wildlife and nature preserves and hunting and fishing areas.
  - (3) Accessory residential uses, such as yard areas, gardens, play areas and parking areas.
  - (4) Accessory industrial and commercial uses, such as yard areas, previous parking and loading areas, etc.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-192. - Standards for the special floodplain district.**

The following provisions shall apply within the special floodplain district:

- (1) Until a regulatory floodway is designated, no new construction, substantial improvements, or other development (including fill) shall be permitted within the areas of special flood hazard, designated as zones A and AE on the flood rate insurance map, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood more than one foot at any point within the city.
- (2) Development activities in zones A and AE on the city's flood insurance rate map which increase the water surface elevation of the base flood by more than one foot may be allowed, provided that the applicant first applies — with the city's endorsement — for a conditional flood insurance rate map revision, and receives the approval of the Federal Emergency Management Agency.
- (3) The approximated floodplain district shall be that floodplain area for which no detailed flood profiles or elevations are provided, but where a ~~100-year~~one-percent annual chance floodplain

boundary has been approximated. Such areas are shown as zone A on the maps accompanying the flood insurance study. For these areas, the ~~100-year~~one-percent annual chance flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific ~~100-year~~one-percent annual chance flood elevation cannot be determined for this area using other sources of data, such as the U. S. Army Corps of Engineers Floodplain Information Reports, U. S. Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently-accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the zoning administrator.

- (4) When such base flood elevation data is utilized, the lowest floor shall be two feet above the base flood elevation. During the permitting process, the zoning administrator shall obtain:
  - a. The elevation of the lowest floor (including the basement) of all new and substantially improved structures; and,
  - b. If the structure has been flood-proofed in accordance with the requirements of this article, the elevation to which the structure has been floodproofed. All floodproofing must be certified by a professional engineer.

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-193. - Design criteria for utilities and facilities.

- (a) *Sanitary sewer facilities.* All new or replacement sanitary sewer facilities and private package sewage treatment plants (including all pumping stations and collector systems) shall be designed to minimize or eliminate the infiltration of floodwaters into the systems and discharges from the systems into the floodwaters. In addition, they shall be located and constructed to minimize or eliminate flood damage and impairment.
- (b) *Water facilities.* All new or replacement water facilities shall be designed to minimize or eliminate the infiltration of floodwaters into the system and be located and constructed to minimize or eliminate flood damages.
- (c) *Drainage facilities.* All storm drainage facilities shall be designed to convey the flow or surface waters without damage to persons or property. The systems shall ensure drainage away from buildings and onsite waste disposal sites. The city council may require a primarily underground system to accommodate frequent floods and a secondary surface system to accommodate larger, less frequent floods. Drainage plans shall be consistent with local and regional drainage plans. The facilities shall be designed to prevent the discharge of excess runoff onto adjacent properties.
- (d) *Utilities.* All utilities, such as gas lines, electrical and telephone systems, being placed in ~~100-year~~one-percent annual chance floodplain areas shall be located, elevated (where possible), and constructed to minimize the chance of impairment during a flood occurrence.
- (e) *Streets and sidewalks.* Streets and sidewalks shall be designed to minimize their potential for increasing and aggravating the levels of flood flow. Drainage openings shall be required to sufficiently discharge flood flows without unduly increasing flood heights.

(Ord. No. 09-44, 7-21-09)

#### Sec. 90-194. - Base flood elevation determined.

In all special flood hazard areas where base flood elevations have been provided in the flood insurance study or generated according to section 90-192(c), the following provisions shall apply:

- (1) *Residential construction.* New construction or substantial improvement of any residential structure (including manufactured homes) shall have the lowest floor, including basement, elevated no lower than two feet above the base flood elevation.
- (2) *Non-residential construction.* New construction or substantial improvement of any commercial, industrial, or non-residential building (or manufactured home) shall have the lowest floor, including basement, elevated to no lower than two feet above the base flood elevation. Buildings located in all A and AE zones may be floodproofed in lieu of being elevated provided that all areas of the building components below the elevation corresponding to the BFE plus one foot are water tight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied.
- (3) *Elevated buildings.* Enclosed areas, of new construction or substantially improved structures, which are below the regulatory flood protection elevation shall:
  - a. Not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator).
  - b. Be constructed entirely of flood resistant materials below the regulatory flood protection elevation;
  - c. Include, in zones A and AE, measures to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet the following minimum design criteria:
    1. Provide a minimum of two openings on different sides of each enclosed area subject to flooding.
    2. The total net area of all openings must be at least one square inch for each square foot of enclosed area subject to flooding.
    3. If a building has more than one enclosed area, each area must have openings to allow floodwaters to automatically enter and exit.
    4. The bottom of all required openings shall be no higher than one foot above the adjacent grade.
    5. Openings may be equipped with screens, louvers, or other opening coverings or devices, provided they permit the automatic flow of floodwaters in both directions.
    6. Foundation enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires openings as outlined above.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-195. - Variances; factors to be considered.**

- (a) In passing upon applications for variances, the board of zoning appeals shall satisfy all relevant factors and procedures specified in other sections of this chapter and consider the following additional factors:
  - (1) The danger to life and property due to increased flood heights or velocities caused by encroachments. No variance shall be granted for any proposed use, development or activity within the floodway district that will cause any increase in flood levels during the ~~100-year one-~~percent annual chance flood.

- (2) The danger that materials may be swept onto other lands or downstream to the injury of others.
  - (3) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination and unsanitary conditions.
  - (4) The susceptibility of the proposed facility and its contents to flood damage, and the effect of such damage on the individual owners.
  - (5) The importance of the services provided by the proposed facility to the community.
  - (6) The requirements of the facility for a waterfront location.
  - (7) The availability of alternative locations not subject to flooding for the proposed use.
  - (8) The compatibility of the proposed use with existing development, and development anticipated in the foreseeable future.
  - (9) The relationship of the proposed use to the comprehensive plan, and the floodplain management program for the area.
  - (10) The safety of access by ordinary and emergency vehicles to the property in time of flood.
  - (11) The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters expected at the site.
  - (12) The repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
  - (13) Such other factors which are relevant to the purposes of this article.
- (b) The board of zoning appeals may refer any application and accompanying documentation pertaining to any request for a variance to any engineer or other qualified person or agency for technical assistance in evaluating the proposed project in relation to flood heights and velocities, and the adequacy of the plans for flood protection and other related matters.
  - (c) Variances shall be issued only after the board of zoning appeals has determined that the granting of such will not result in:
    - (1) Unacceptable or prohibited increases in flood heights;
    - (2) Additional threats to public safety;
    - (3) Extraordinary public expense; and will not:
      - a. Create nuisances, cause fraud or victimization of the public; or
      - b. Conflict with local laws or ordinances.
  - (d) Variances shall be issued only after the board of zoning appeals has determined that the variance will be the minimum required to provide relief from hardship.
  - (e) The board of zoning appeals shall notify the applicant for a variance, in writing, that the issuance of a variance to construct a structure below the ~~100-year-flood~~base flood elevation:
    - (1) Increases the risks to life and property; and
    - (2) Will result in increased premium rates for flood insurance.
  - (f) A record shall be maintained of the notification contained in subsection (e) of this section, as well as all variance actions, including justification for the issuance of the variances. Any variances which are issued shall be stated in the annual or biennial report submitted to the Federal Insurance Administration.

(Ord. No. 09-44, 7-21-09)

Sec. 90-196. - Existing structures in floodplain districts.

A structure or use of a structure or premises which lawfully existed before the enactment of this ordinance, but which is not in conformity with this article, may be continued, subject to the following conditions:

- (1) Existing structures and/or uses located in the floodway district shall not be expanded or enlarged, unless the effect of the proposed expansion or enlargement on flood heights is fully offset by accompanying improvements.
- (2) Any modification, alteration, repair, reconstruction or improvement of any kind to a structure, and/or use located in any floodplain district to an extent or amount of less than 50 percent of its market value, shall be elevated and/or floodproofed to the greatest extent possible.
- (3) The modification, alteration, repair, reconstruction or improvement of any kind to a structure and/or use, regardless of its location in a floodplain district, to an extent or amount of 50 percent or more of its market value shall be undertaken only in full compliance with the provisions of the Virginia Uniform Statewide Building Code.
- (4) Uses or adjuncts thereof which are or become nuisances shall not be permitted to continue.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-197. - Standards for manufactured homes and recreational vehicles.**

- (a) All manufactured homes placed, or substantially improved, on individual lots or parcels, in expansions to existing manufactured home parks or subdivisions, in a new manufactured home park or subdivision or in an existing manufactured home park or subdivision on which a manufactured home has incurred substantial damage as the result of a flood, must meet all the requirements for new construction, including the elevation and anchoring requirements.
- (b) All manufactured homes placed or substantially improved in an existing manufactured home park or subdivision in which a manufactured home has not incurred substantial damage as the result of a flood shall be elevated so that ~~either (1)~~ the lowest floor of the manufactured home is elevated no lower than two feet above the base flood elevation and be securely anchored to the adequately anchored foundation system to resist flotation, collapse and lateral movement; ~~or~~
  - ~~(1) The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade. [CBK3]~~
  - ~~(2) And be securely anchored to the adequately anchored foundation system to resist flotation, collapse and lateral movement.~~
- (c) All recreational vehicles placed on sites must either:
  - (1) Be on the site for fewer than 180 consecutive days;
  - (2) Be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions); or,
  - (3) Meet all the requirements for manufactured homes.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-198. - Standards for subdivision proposals.**

- (a) All subdivision proposals shall be consistent with the need to minimize flood damage;
- (b) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
- (c) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
- (d) Base flood elevation data shall be obtained from other sources or developed using detailed methodologies, hydraulic and hydrologic analysis, comparable to those contained in a Flood Insurance

Study for subdivision proposals and other proposed development proposals (including manufactured home parks and subdivisions) that exceed fifty lots or five acres, whichever is the lesser.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-199. - Penalty for violation.**

- (a) Any person who fails to comply with any of the requirements or provisions of this article or directions of the director of planning or any authorized employee of the city shall be guilty of a violation in accordance with section 90-5
- (b) In addition to the above penalties, all other actions are hereby reserved, including an action in equity for the proper enforcement of this article. The imposition of a fine or penalty for any violation of, or noncompliance with, this article shall not excuse the violation or noncompliance or permit it to continue; and all such persons shall be required to correct or remedy such violations or noncompliance within a reasonable time. Any structure constructed, reconstructed, enlarged, altered or relocated in noncompliance with this article may be declared by the city [to] be a public nuisance and abatable as such. Flood insurance may be withheld from structures constructed in violation of this article.

(Ord. No. 09-44, 7-21-09)

**Sec. 90-200 – Administration.**

(a) Designation of the Floodplain Administrator [44 CFR 59.22(b)]

The Zoning Administrator is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator. The Floodplain Administrator may:

(1) Do the work themselves.

(2) Delegate duties and responsibilities set forth in these regulations to qualified technical personnel, plan examiners, inspectors, and other employees.

(3) Enter into a written agreement or written contract with another community or private sector entity to administer specific provisions of these regulations. Administration of any part of these regulations by another entity shall not relieve the community of its responsibilities pursuant to the participation requirements of the National Flood Insurance Program as set forth in the Code of Federal Regulations at 44 C.F.R. Section 59.22.

(b) Duties and Responsibilities of the Floodplain Administrator [44 CFR 60.3]

The duties and responsibilities of the Floodplain Administrator shall include but are not limited to:

(1) Review applications for permits to determine whether proposed activities will be located in the Special Flood Hazard Area (SFHA).

(2) Interpret floodplain boundaries and provide available base flood elevation and flood hazard information.

(3) Review applications to determine whether proposed activities will be reasonably safe from flooding and require new construction and substantial improvements to meet the requirements of these regulations.

(4) Review applications to determine whether all necessary permits have been obtained from the Federal, State or local agencies from which prior or concurrent approval is required; in particular, permits from state agencies for any construction, reconstruction, repair, or alteration of a dam, reservoir, or waterway obstruction (including bridges, culverts, structures), any alteration of a watercourse, or any change of the course, current, or cross section of a stream or body of water, including any change to the one-percent annual chance floodplain of free-flowing non-tidal waters of the State.

(5) Verify that applicants proposing an alteration of a watercourse have notified adjacent communities, the Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management), and other appropriate agencies (VADEQ, USACE) and have submitted copies of such notifications to FEMA.

(6) Advise applicants for new construction or substantial improvement of structures that are located within an area of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act that Federal flood insurance is not available on such structures; areas subject to this limitation are shown on Flood Insurance Rate Maps as Coastal Barrier Resource System Areas (CBRS) or Otherwise Protected Areas (OPA).

(7) Approve applications and issue permits to develop in flood hazard areas if the provisions of these regulations have been met, or disapprove applications if the provisions of these regulations have not been met.

(8) Inspect or cause to be inspected, buildings, structures, and other development for which permits have been issued to determine compliance with these regulations or to determine if non-compliance has occurred or violations have been committed.

(9) Review Elevation Certificates and require incomplete or deficient certificates to be corrected.

(10) Submit to FEMA, or require applicants to submit to FEMA, data and information necessary to maintain FIRMs, including hydrologic and hydraulic engineering analyses prepared by or for the city within six months after such data and information becomes available if the analyses indicate changes in base flood elevations.

(11) Maintain and permanently keep records that are necessary for the administration of these regulations, including:

a. Flood Insurance Studies, Flood Insurance Rate Maps (including historic studies and maps and current effective studies and maps) and Letters of Map Change; and

b. Documentation supporting issuance and denial of permits, Elevation Certificates, documentation of the elevation (in relation to the datum on the FIRM) to which structures have been floodproofed, other required design certifications, variances, and records of enforcement actions taken to correct violations of these regulations.

(12) Enforce the provisions of these regulations, investigate violations, issue notices of violations or stop work orders, and require permit holders to take corrective action.

(13) Advise the Board of Zoning Appeals regarding the intent of these regulations and, for each application for a variance, prepare a staff report and recommendation.

(14) Administer the requirements related to proposed work on existing buildings:

a. Make determinations as to whether buildings and structures that are located in flood hazard areas and that are damaged by any cause have been substantially damaged.

b. Make reasonable efforts to notify owners of substantially damaged structures of the need to obtain a permit to repair, rehabilitate, or reconstruct, and prohibit the non-compliant repair of substantially damaged buildings except for temporary emergency protective measures necessary to secure a property or stabilize a building or structure to prevent additional damage.

(15) Undertake, as determined appropriate by the Floodplain Administrator due to the circumstances, other actions which may include but are not limited to: issuing press releases, public service announcements, and other public information materials related to permit requests and repair of damaged structures; coordinating with other Federal, State, and local agencies to assist with substantial damage determinations; providing owners of damaged structures information related to the proper repair of damaged structures in special flood hazard areas; and assisting property owners with documentation necessary to file claims for Increased Cost of Compliance coverage under NFIP flood insurance policies.

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(16) Notify the Federal Emergency Management Agency when the corporate boundaries of the city have been modified and:

a. Provide a map that clearly delineates the new corporate boundaries or the new area for which the authority to regulate pursuant to these regulations has either been assumed or relinquished through annexation; and

b. If the FIRM for any annexed area includes special flood hazard areas that have flood zones that have regulatory requirements that are not set forth in these regulations, prepare amendments to these regulations to adopt the FIRM and appropriate requirements, and submit the amendments to the governing body for adoption; such adoption shall take place at the same time as or prior to the date of annexation and a copy of the amended regulations shall be provided to Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) and FEMA.

(17) Upon the request of FEMA, complete and submit a report concerning participation in the NFIP which may request information regarding the number of buildings in the SFHA, number of permits issued for development in the SFHA, and number of variances issued for development in the SFHA.

(18) It is the duty of the Community Floodplain Administrator to take into account flood, mudslide and flood-related erosion hazards, to the extent that they are known, in all official actions relating to land management and use throughout the entire jurisdictional area of the Community, whether or not those hazards have been specifically delineated geographically (e.g. via mapping or surveying).

(c) Use and Interpretation of FIRMs [44 CFR 60.3]

The Floodplain Administrator shall make interpretations, where needed, as to the exact location of special flood hazard areas, floodplain boundaries, and floodway boundaries. The following shall apply to the use and interpretation of FIRMs and data:

(1) Where field surveyed topography indicates that adjacent ground elevations:

a. Are below the base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as special flood hazard area and subject to the requirements of these regulations;

b. Are above the base flood elevation, the area shall be regulated as special flood hazard area unless the applicant obtains a Letter of Map Change that removes the area from the SFHA.

(2) In FEMA-identified special flood hazard areas where base flood elevation and floodway data have not been identified and in areas where FEMA has not identified SFHAs, any other flood hazard data available from a Federal, State, or other source shall be reviewed and reasonably used.

(3) Base flood elevations and designated floodway boundaries on FIRMs and in FISs shall take precedence over base flood elevations and floodway boundaries by any other sources if such sources show reduced floodway widths and/or lower base flood elevations.

(4) Other sources of data shall be reasonably used if such sources show increased base flood elevations and/or larger floodway areas than are shown on FIRMs and in FISs.

(5) If a Preliminary Flood Insurance Rate Map and/or a Preliminary Flood Insurance Study has been provided by FEMA:

a. Upon the issuance of a Letter of Final Determination by FEMA, the preliminary flood hazard data shall be used and shall replace the flood hazard data previously provided from FEMA for the purposes of administering these regulations.

b. Prior to the issuance of a Letter of Final Determination by FEMA by FEMA, the use of preliminary flood hazard data shall be deemed the best available data pursuant to Section 3.1.A.3. and used where no base flood elevations and/or floodway areas are provided on the effective FIRM.

c. Prior to issuance of a Letter of Final Determination by FEMA, the use of preliminary flood hazard data is permitted where the preliminary base flood elevations or floodway areas exceed the

base flood elevations and/or designated floodway widths in existing flood hazard data provided by FEMA. Such preliminary data may be subject to change and/or appeal to FEMA.

(d) Jurisdictional Boundary Changes [44 CFR 59.22, 65.3]

The County floodplain ordinance in effect on the date of annexation shall remain in effect and shall be enforced by the municipality for all annexed areas until the municipality adopts and enforces an ordinance which meets the requirements for participation in the National Flood Insurance Program. Municipalities with existing floodplain ordinances shall pass a resolution acknowledging and accepting responsibility for enforcing floodplain ordinance standards prior to annexation of any area containing identified flood hazards. If the FIRM for any annexed area includes special flood hazard areas that have flood zones that have regulatory requirements that are not set forth in these regulations, prepare amendments to these regulations to adopt the FIRM and appropriate requirements, and submit the amendments to the governing body for adoption; such adoption shall take place at the same time as or prior to the date of annexation and a copy of the amended regulations shall be provided to Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) and FEMA.

In accordance with the Code of Federal Regulations, Title 44 Subpart (B) Section 59.22 (a) (9) (v) all NFIP participating communities must notify the Federal Insurance Administration and optionally the State Coordinating Office in writing whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area.

In order that all Flood Insurance Rate Maps accurately represent the community's boundaries, a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority must be included with the notification.

(e) Letters of Map Revision

When development in the floodplain will cause or causes a change in the base flood elevation, the applicant, including state agencies, must notify FEMA by applying for a Conditional Letter of Map Revision and then a Letter of Map Revision.

Example cases:

- Any development that causes a rise in the base flood elevations within the floodway.
- Any development occurring in Zones A1-30 and AE without a designated floodway, which will cause a rise of more than one foot in the base flood elevation.
- Alteration or relocation of a stream (including but not limited to installing culverts and bridges) 44 Code of Federal Regulations §65.3 and §65.6(a)(12)

Secs. 90-~~200~~201—90-220. - Reserved.

Adopted: July 21, 2015

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

Attest:

Form Approved:

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

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



# **CITY OF EMPORIA**

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## **Memorandum**

July 17, 2015

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

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

**SUBJECT:** Relocation of Polling Place for District 5 – Request to Amend Ordinance

**ITEM #:** 15-56

As you are aware, the Emporia Electoral Board is requesting the City change the District 5 polling place from the Greensville-Emporia Department of Social Services to the Emporia Volunteer Fire Department. The Electoral Board is requesting this change due to the fact that the area the Electoral Board had been using at the Social Services building is no longer available for use. The only area available for use at the Social Services building is the lobby, which is not large enough.

### **Recommendation**

I recommend you adopt the attached ordinance that amends City Code Section 30-36 and changes the District 5 polling place from the Greensville-Emporia Department of Social Services to the Emporia Volunteer Fire Department.

### **Attachments**

Amended Ordinance – City Code Section 30-36  
Letter from Norris Dickerson, Secretary, Emporia Electoral Board  
Letter from John Holtkamp, Director, Greensville-Emporia Department of Social Services  
Virginia State Code Section 24.2-306

**Ordinance**

An Ordinance To Amend Section 30-36 Of The City  
Code Of Ordinances Of The City Of Emporia, Virginia

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

- 1. That Section 30-36 of the Code of Ordinances, City of Emporia, Virginia, is hereby amended to read as follows:

**Sec. 30-36. Polling Places.**

The polling place for each voting precinct in the city shall be as follows:

- (1) Election district 1, voting precinct 1-1; Greenville Volunteer Rescue Squad Building, 513 South Main Street.
- (2) Election district 2, voting precinct 2-1: Royal Baptist Church, 106 West Atlantic Street.
- (3) Election district 3, voting precinct 3-1: Emporia Municipal Building, 201 South Main Street.
- (4) Election district 4, voting precinct 4-1: Greenville County High School, 309 Harding Street.
- (5) Election district 5, voting precinct 5-1: ~~Greenville/Emporia Department of Social Services, Highway 58. Emporia Volunteer Fire Department Building, 209 Halifax Street.~~
- (6) Election district 6, voting precinct 6-1: Greenville County High School, 309 Harding Street.
- (7) Election district 7, voting precinct 7-1: Emporia Volunteer Fire Department Building, 209 Halifax Street.

Adopted: July 21, 2015

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

Attest:

Form Approved:

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

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

# EMPORIA ELECTORAL BOARD

Brian Thrower

City Manager

Emporia, Va.



Dear Mr. Thrower,

I am writing to you to let you know that we have received a letter from the Dept. of Social Services stating that we can no longer use the area that we have been using for the polling place for district five. The only place we can use is the front lobby, which is not large enough, especially if the office is open.

Therefore, the electoral board recommends that the polling place be moved to another location. Any location we move to must meet the American with Disabilities Act criteria for handicap accessibility. Also, the location must be within 1000 yards of the fifth district line. The board feels the location that best fits these criteria is the fire house on Halifax St. This location is currently being used as a polling place for district seven so it meets the ADA criteria and it is well within the 1000 yard requirement. I am enclosing a copy of the letter from social services. If you have any questions you may contact me at 434-348-3317 or you may leave a message with the registrar.

Thank You,

A handwritten signature in black ink, appearing to read "Norris Dickerson".

Norris Dickerson, Secretary

# Greensville/Emporia Dept. of Social Services

P. O. Box 1136 • Emporia, VA 23847 • 434-634-6576 • fax: 434-634-9504  
1748 East Atlantic Street, Emporia, VA 23847  
John Holtkamp, LISW-S, ACSW, Director

January 26, 2015

Ms. Lucille Dunlow, Registrar  
City of Emporia  
P. O. Box 1092  
Emporia, Virginia 23847

Dear Ms. Dunlow:

This letter is written on the recommendation of Mr. Norris Dickerson, Electoral Board Representative, to notify you of a change for voting in our agency. During the next election, the voting booth shall be located in the lobby area. This is a result from an audit by the Internal Revenue Service regarding confidentiality of the information we have of our citizens. The voting booth previously was located in the Restricted Area. Only employees of the agency should be in the Restricted Area unless the person is escorted by a worker.

I know this is important information for you and felt you should know as soon as possible. If you need additional information, please contact Tori Coleman of my office by phone 434-634-7439 or by email [tori.coleman@dss.virginia.gov](mailto:tori.coleman@dss.virginia.gov).

Sincerely,



John Holtkamp  
Director  
LISW-S, ACSW

## § 24.2-306. Changes not to be enacted within 60 days of general election; notice requirements

A. No change in any local election district, precinct, or polling place shall be enacted within 60 days next preceding any general election. Notice shall be published prior to enactment in a newspaper having general circulation in the election district or precinct once a week for two successive weeks. The published notice shall state where descriptions and maps of proposed boundary and polling place changes may be inspected.

B. Notice of any adopted change in any election district, town, precinct, or polling place other than in the location of the office of the general registrar shall be mailed to all registered voters whose election district, town, precinct, or polling place is changed at least 15 days prior to the next general, special, or primary election in which the voters will be voting in the changed election district, town, precinct, or polling place. Notice of a change in the location of the office of the general registrar shall be given by posting on the official website of the county or city, by posting at not less than 10 public places, or by publication once in a newspaper of general circulation in the county or city within not more than 21 days in advance of the change or within seven days following the change. N/A

C. Each county, city, and town shall comply with the applicable requirements of law, including §§ 24.2-304.3 and 30-264, and send copies of enacted changes to the local electoral board, the State Board, and the Division of Legislative Services.

Code 1950, §§ 24-49 through 24-51; 1970, c. 462, § 24.1-39; 1971, Ex. Sess., c. 119; 1993, c. 641; 1995, c. 249; 2003, c. 1015; 2004, c. 1000; 2012, cc. 328, 486.



# CITY OF EMPORIA

## Memorandum

July 17, 2015

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Capital Projects Financing – Request to Adopt Bond Resolution  
**ITEM #:** 15-57

At the April 7, 2015 meeting, Council approved funding for the following capital projects:

South Main Street	\$700,000
East Atlantic Street	700,000
Animal Shelter	300,000

An additional \$50,000 has been added to the Animal Shelter project to include engineering costs and \$50,000 is included for bond issuance costs for a total of \$1,800,000.

Council previously approved loan funding for improvements at the Water Treatment Plant from the Rural Development Administration. The contractor will not complete the project prior to September 30, 2015 when this funding authorization expires. It is therefore anticipated that \$1,500,000 plus \$50,000 bond issuance costs will be needed to complete this project.

Funding for repayment of these bonds was included in the Fiscal Year 2016 Budget with an increase in the lodging tax.

Mr. Roland Kooch from Davenport and Company has assisted City staff with the solicitation of bank proposals for the financing of these projects. Mr. Kooch is here to discuss the financing options and his recommendations.

### Recommendation

I recommend you accept the proposals from Carter Bank and Trust for the 2015A Bond and First Citizens Bank for the 2015B Bond, and adopt the Financing Resolutions.

### Attachments

Summary of Bank Proposals and Analysis of Financing Options  
Resolution for Bond Issue 2015 A  
Resolution for Bond Issue 2015 B

PO BOX 511, 201 SOUTH MAIN ST., EMPORIA, VA 23847 TELEPHONE: (434) 634 3332 FAX: (434) 634 0003  
Visit Our Website at: [www.ci.emporia.va.us](http://www.ci.emporia.va.us)

DAVENPORT & COMPANY

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# Summary of Bank Proposals and Analysis of Financing Options

Prepared for: City of Emporia, Virginia



July 21, 2015

# Background

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- At the direction of the City, on June 22, 2015 Davenport distributed a Request for Proposals (RFP) for the issuance of:
  - 1. General Obligation Bond, Series 2015A in an amount not to exceed \$1,800,000 in the form of a long-term 20 year amortizing bond for general City capital needs
    - To the extent available, the RFP requested a fixed rate for the entire approximately 20 year life of the loan, which would mature in FY 2035.
  - 2. General Obligation Note, Series 2015B in an amount not to exceed \$1,550,000 for financing improvements to the City's water treatment facility in the form of a 3 year Note. It is anticipated that the City will use an RD loan to permanently finance the Note
- On July 8, Davenport received proposals on behalf of the City from the following banking institutions:
  - 1. Series 2015A
    - Carter Bank
    - Farmers Bank
    - PNC Capital Markets
  - 2. Series 2015B:
    - Carter Bank
    - Farmers Bank
    - First Citizens Bank
    - PNC Capital Markets

# Comparison of Proposals



	Carter Bank	Farmers Bank	PNC Bank
			
Bond	Option 1	Option 1	Option 2
NTE Par Amount	\$1,800,000	\$1,800,000	\$1,800,000
Tax Treatment	Tax-Exempt	Tax-Exempt	Tax-Exempt
Bank Qualification	Bank Qualified	Bank Qualified	Bank Qualified
Term	20 Years	20 Years	7 Year
Final Maturity	9/1/2034	9/1/2034	9/1/2022
Interest Rate	2.95%	3.75%	2.65%
Interest Mode	Fixed through maturity	Fixed through maturity	Fixed for 7 years
Prepayment Provisions	Prepayable in full or in part at any time with no penalty	Prepayable in full or in part at any time with no penalty	Prepayable in full or in part at any time with no penalty
Bank / Legal Fees	\$0	Not to exceed \$2,500	Not to exceed \$4,500 (if accept both Series A and Series B proposals) / \$2,500
Security	General Obligation	General Obligation	General Obligation
Proposal to be Accepted by	Not specified	Proposal is held firm for 30 days from (7/8/15)	July 22, 2015
Rates held through	August 21, 2015	Proposal is held firm for 30 days from (7/8/15)	August 14, 2015
Notes and Other Terms & Conditions	The City of Emporia will provide Carter Bank with annual audited financial statements.	Initial 3.00% fixed for an initial term of 10 years. At the end of 10 years, the rate will reset for an additional 5 years and a second reset after the 15th year. Interest rate will be set under the 5 year U.S. Treasury rate as of that date plus 1.25%.	The City will provide PNC with annual financial statements and operating reports as requested by the Bank.

# Comparison of Proposals

	PNC Bank		First Citizens Bank	Carter Bank	Farmers Bank
					
Bond	Option 1	Option 2	Option 1	Option 1	Option 1
NTE Par Amount	\$1,550,000		\$1,550,000	\$1,550,000	\$1,550,000
Tax Treatment	Tax-Exempt		Tax-Exempt	Tax-Exempt	Tax-Exempt
Bank Qualification	Bank Qualified		Bank Qualified	Bank Qualified	Bank Qualified
Term	3 Years		3 Years	3 Years	3 Years
Final Maturity	9/1/2018		9/1/2018	9/1/2018	9/1/2018
Interest Rate	1.50%	1.30%	1.48%	1.95%	2.00%
Interest Mode	Fixed through maturity		Fixed through maturity	Fixed through maturity	Fixed through maturity
Prepayment Provisions	Prepayable in full or in part at any time with no penalty	Prepayable at anytime at 101% - 103%	Prepayable at par anytime without penalty	Prepayable in full or in part at any time with no penalty	Prepayable in full or in part at any time with no penalty
Bank / Legal Fees	Not to exceed \$4,500 (if accept both Series A and Series B proposals) / \$2,500		\$0	\$0	Not to exceed \$2,500
Security	General Obligation		General Obligation	General Obligation	General Obligation
Proposal to be Accepted by	July 22, 2015		Not specified	Not specified	Proposal held firm for 30 days (from 7/8/15)
Rates held through	August 14, 2015		A closing not later than 45 days from today (7/8/15)	August 21, 2015	Proposal held firm for 30 days (from 7/8/15)
Notes and Other Terms & Conditions	The City will provide PNC with annual financial statements and operating reports as requested by the Bank.		Legal opinion and closing documents required at the borrower's expense.	The City of Emporia will provide Carter Bank with annual audited financial statements.	

# 2015A Key Terms: Lowest Two 20-Year Interest Rate Alternatives



## Carter Bank and Trust

- **Term of Loan:** Approximately 20 years – final maturity of FY 2035 as requested.
- **Interest Rate:** Lowest fixed rate option of 2.95% that would remain fixed to the maturity of the loan in FY 2035.
- **Prepayment Provision:** Pre-payable anytime any time without penalty.
- **Bank Costs:** No additional bank closing costs. Note: the City would still have both Bond Counsel and Financial Advisory costs with the refinancing.

## Farmers Bank

- **Term of Loan:** Approximately 20 years – final maturity of FY 2035 as requested.
- **Interest Rate:** Fixed rate of 3.75% that would remain fixed to the maturity of the loan in FY 2035.
- **Prepayment Provision:** Pre-payable anytime any time without penalty.
- **Bank Costs:** Bank fees not to exceed \$2,500. Note: the City would still have both Bond Counsel and Financial Advisory costs with the refinancing.

# 2015B Key Terms: Lowest Two 3-Year Interest Rate Alternatives



## First Citizens Bank

- **Term of Loan:** 3 years – final maturity of FY 2019 as requested.
- **Interest Rate:** Fixed rate of 1.48% that would remain fixed to the maturity of the loan in FY 2019.
- **Prepayment Provision:** Pre-payable in anytime without penalty.
- **Bank Costs:** No additional bank closing costs. Note: the City would still have both Bond Counsel and Financial Advisory costs with the refinancing.

## PNC Capital Markets

- **Term of Loan:** 3 years – final maturity of FY 2019 as requested.
- **Interest Rate:** Fixed rate option of 1.50% that would remain fixed to the maturity of the loan in FY 2019 and is prepayable without penalty.
  - Note: If the 1.30% rate is desired, the City may have a prepayment penalty.
- **Prepayment Provision:** Pre-payable anytime any time without penalty.
  - Note: If the 1.30% rate is desired, the City may have a prepayment penalty ranging from 1% - 3% depending on the timing of prepayment.
- **Bank Costs:** Bank costs not to exceed \$2,500. Note: the City would still have both Bond Counsel and Financial Advisory costs with the refinancing.

# 2015A Preliminary Results



- The table below shows a comparison of the two best 20-year Bank proposals as well as a potential financing through Virginia Resources Authority (VRA) assuming a 20-year transaction issued via VRA's pooled financing program.

	Carter Bank	Farmers Bank	VRA
Interest Rate	2.95%	3.75%	3.25% <sup>(1)</sup>
Average Annual Debt Service	\$128,444	\$138,217	\$133,553
Total Debt Service	\$2,446,859	\$2,633,041	\$2,530,451

<sup>(1)</sup> True Interest Cost, includes assumed \$4.00/\$1,000 underwriter's discount estimate to sell bonds. Based on market conditions as of July 10, 2015. Preliminary, subject to change. The next available opportunity to participate in VRA's pooled financing program is Fall 2015.

# 2015B Preliminary Results



- The table below shows a comparison of the two best 3-year Bank proposals. Short-term interim financing is not available through the Virginia Resources Authority's pooled financing program.

	First Citizens Bank (prepayable anytime)	PNC Capital Markets (prepayable with penalties)	PNC Capital Markets (prepayable anytime)	VRA
Interest Rate	1.48%	1.30%	1.50%	N/A
Annual Interest Expense	\$23,680	\$20,865	\$24,075	N/A
Total Interest Expense (3 Years)	\$72,224	\$63,638	\$73,429	N/A

N/A = short-term financing option not available through VRA.

# Recommendations

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- Davenport respectfully recommends that the City implement the 2015A Bond with Carter Bank and Trust for the following reasons:
  - The Carter Bank and Trust proposal does not have any put conditions;
  - Lowest 20 year fixed rate that is fixed for the life of the loan (i.e. through FY 2035);
  - Straightforward proposal that can be implemented by mid-August;
  - Based on market conditions as of July 21, 2015, the Carter Bank and Trust proposal provides better overall results than a potential VRA pooled financing alternative; and
  - Implementing a direct bank loan today based on a known rate proposal also eliminates potential interest rate risk and uncertainty of financing at a later date (i.e. VRA's Fall 2015 pooled financing).
  
- Davenport respectfully recommends that the City implement the 2015B Bond with First Citizens Bank for the following reasons:
  - Lowest 3 year fixed rate that is prepayable anytime without penalty;
  - Straightforward proposal that can be implemented by mid-August; and
  - No additional bank closing costs.

# Next Steps

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- July 21 City Council meeting and Public Hearing.
- July 22 – August 12 Bond sizing and documents finalized.
- August 13 Closing and transfer of funds.

# Municipal Advisor Disclaimer



The U.S. Securities and Exchange Commission (the "SEC") has clarified that a broker, dealer or municipal securities dealer engaging in municipal advisory activities outside the scope of underwriting a particular issuance of municipal securities should be subject to municipal advisor registration. Davenport & Company LLC ("Davenport") has registered as a municipal advisor with the SEC. As a registered municipal advisor Davenport may provide advice to a municipal entity or obligated person. An obligated person is an entity other than a municipal entity, such as a not for profit corporation, that has commenced an application or negotiation with an entity to issue municipal securities on its behalf and for which it will provide support. If and when an issuer engages Davenport to provide financial advisory or consultant services with respect to the issuance of municipal securities, Davenport is obligated to evidence such a financial advisory relationship with a written agreement.

When acting as a registered municipal advisor Davenport is a fiduciary required by federal law to act in the best interest of a municipal entity without regard to its own financial or other interests. Davenport is not a fiduciary when it acts as a registered investment advisor, when advising an obligated person, or when acting as an underwriter, though it is required to deal fairly with such persons,

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**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A GENERAL OBLIGATION BOND, SERIES 2015A, OF THE CITY OF EMPORIA, VIRGINIA, AND PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF**

**WHEREAS**, the City of Emporia, Virginia (the “City”), is a political subdivision of the Commonwealth of Virginia (the “Commonwealth”), and pursuant to the Public Finance Act of 1991, as amended (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended) (the “Act”), the City Council of the City of Emporia, Virginia (the “Council”) is authorized to contract debts on behalf of the City and to issue, as evidence thereof, bonds, notes or other obligations payable from pledges of the full faith and credit of the City; and

**WHEREAS**, the City wishes to issue its general obligation bond to finance (i) East Atlantic Street road improvements, (ii) South Main Street road improvements, (iii) the construction and equipping of an animal shelter, and (iv) the costs of issuing the bond, clauses (i), (ii) and (iii) being collectively referred to herein as the “Project”; and

**WHEREAS**, immediately prior to the consideration of this Resolution, the Council held a public hearing with respect to the issuance of the City’s general obligation bond in one or more series from time to time to finance, pursuant to the Act, a portion of the costs of the Project and the costs of issuance; and

**WHEREAS**, the Council has received proposals from several financial institutions in connection with the financing;

**NOW, THEREFORE**, be it resolved by the Council of the City of Emporia, Virginia:

**1. Finding of Necessity for Project and Issuance of Bond.** It is hereby determined to be necessary and expedient for the City to undertake the Project, which will benefit the City and its citizens. It is also hereby determined to be necessary and expedient for the City to borrow money by issuing its general obligation bond in a maximum aggregate principal amount not to exceed One Million Eight Hundred Thousand Dollars (\$1,800,000) (the “Bond”) to finance a portion of the cost of the Project and the costs of issuing the Bond. The Council elects to issue the Bond under the provisions of the Act and without regard to the provisions of the City Charter.

**2. Selection of Winning Proposal.** After consideration of the methods of sale of the Bond and the proposals received from various financial institutions, it is hereby determined that it is in the best interest of the City to accept, and the City does hereby accept, the proposal of Carter Bank & Trust (the “Bank”) to purchase the Bond, such offer being contained in a letter from the Bank (the “Winning Proposal”). The Mayor, the City Manager and the Director of Finance of the City, any of whom may act, are each hereby authorized and directed to

accept the Winning Proposal and to evidence such acceptance in such manner as may be requested by the Bank.

**3. Details of Bond.** The Bond shall be dated the date of its issuance, shall be in the form of a single fully registered bond without coupons registered as to both principal and interest in the name of the Bank, shall be in an amount not to exceed \$1,800,000, and shall be numbered RA-1. Interest shall accrue on the Bond from its dated date until paid in full at an interest rate per year equal to 2.95% (the “Interest Rate”). Subject to the last paragraph of this Section, interest on the Bond shall be payable semi-annually on each March 1 and September 1 commencing March 1, 2016. Subject to the last paragraph of this Section, principal shall be payable annually on each September 1 commencing September 1, 2016 and continuing through September 1, 2034, in such amounts as shall be determined by the Mayor or the City Manager, so long as the average weighted maturity of the Bond does not exceed eighteen years. If not sooner paid, all principal of and interest on the Bond shall be due and payable on September 1, 2034.

Interest on the Bond shall be calculated on the basis of a 360-day year with twelve 30-day months. All payments made on the Bond shall be applied first to accrued interest and then to principal. If the payment date of any payment due under the Bond would fall on a day on which commercial banks are authorized or required to close in the Commonwealth, then payment need not be made on such date, but may be made on the next succeeding business day, and if made on such next succeeding business day, no additional interest shall accrue.

The Mayor and City Manager, either of whom may act, are each hereby authorized to approve (i) the final principal amount of the Bond, so long as the aggregate principal amount of the Bond is less than or equal to \$1,800,000, and (ii) the final amortization schedule for the Bond, so long as the average weighted maturity of the Bond shall not exceed eighteen years, such approvals to be evidenced conclusively by the execution and delivery of the Bond. Prior to the issuance of the Bond, the City Manager, in collaboration with the City’s financial advisor, may change the dated date of the Bond and the payment dates provided therein (so long as the interest payment dates are semi-annual) to facilitate the sale and delivery of the Bond.

**4. Pledge of Full Faith and Credit.** The Bond will be secured by the full faith and credit of the City. For the prompt payment of the principal of, premium, if any, and interest on the Bond as the same shall become due, the full faith and credit of the City are hereby irrevocably pledged. Pursuant to Section 15.2-2624 of the Code of Virginia of 1950, as amended, and as provided hereafter, there shall be levied and collected an annual tax upon all taxable property in the City subject to local taxation sufficient to provide for the payment of the principal of, premium, if any, and interest on the Bond as the same shall become due, which tax shall be without limitation as to rate or amount and shall be in addition to all other taxes authorized to be levied in the City to the extent other funds of the City are not lawfully available and appropriated for such purpose.

**5. Execution and Delivery of Bond.** The Mayor and the City Manager, either of whom may act, are each authorized and directed to execute the Bond. The City Clerk and any Deputy Clerk, any of whom may act, are authorized and directed to execute the Bond, to affix the seal of the City to the Bond, to attest the seal and then to deliver the Bond to the Bank upon

payment of the purchase price of 100% of the principal amount thereof.

**6. Designation for Purchase by Financial Institutions.** The City hereby designates the Bond as a “qualified tax-exempt obligation” eligible for the exception from the disallowance of the deduction of interest by financial institutions allocable to the cost of carrying tax-exempt obligations in accordance with the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). The City does not reasonably anticipate that it and any “subordinate entities” have issued or will issue more than \$10,000,000 in qualified tax-exempt obligations during calendar year 2015, and the City will not designate more than \$10,000,000 of qualified tax-exempt obligations in calendar year 2015.

**7. Prepayment Provisions.** The Bond is subject to optional prepayment on any day, in whole or in part, upon payment of an amount equal to 100% of the aggregate principal amount of the Bond to be prepaid, plus accrued interest to the prepayment date.

In the case of any partial prepayment of the Bond, the Bank shall make an appropriate endorsement on the Certificate of Prepayments attached thereto of the amount and date of such prepayment. The City shall give the Bank at least ten (10) days’ prior notice of any prepayment.

**8. Further Actions.** The Mayor, the City Manager, the Director of Finance and such officers, employees and agents of the City as may be designated by any of them are authorized and directed to take such further actions as they deem necessary regarding the issuance and sale of the Bond including, without limitation, the execution and delivery of closing documents and certificates including Form 8038-G and a Non-Arbitrage and Tax Certificate (the “Tax Certificate”). All such actions previously taken by the Mayor, the City Manager, the Director of Finance or such officers, employees and agents are hereby approved, ratified and confirmed.

The Council covenants on behalf of the City that (i) the proceeds from the issuance of the Bond will be invested and expended as set forth in the Tax Certificate, (ii) the City shall comply with the other covenants and representations contained in the Tax Certificate and (iii) the City shall comply with the provisions of the Code, so that interest on the Bond will remain excludable from gross income for federal income tax purposes.

**9. Registration and Transfer of Bond.** The City Manager is appointed paying agent and registrar for the Bond (the “Registrar”). The Registrar shall maintain registration books for the registration and registration of transfers of the Bond. Upon presentation and surrender of the Bond at the office of the Registrar, together with an assignment duly executed by the registered owner or its duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the City shall execute and deliver in exchange, a new Bond having an equal aggregate principal amount, of the same form and maturity, bearing interest at the same rate and registered in the name as requested by the then registered owner thereof or its duly authorized attorney or legal representative. Any such transfer or exchange shall be at the expense of the City, except that the Registrar may charge the person requesting such transfer or exchange the amount of any tax or other governmental charge required to be paid with respect thereto.

**10. Selection of Bond Counsel.** The Council hereby consents to Troutman Sanders LLP serving as Bond Counsel to the City in connection with the issuance of the Bond.

**11. Investment Authorization.** The Council authorizes the City Manager and the Director of Finance to utilize the State Non-Arbitrage Program of the Commonwealth (“SNAP”) in connection with the investment of the proceeds of the Bond, if the City Manager or the Director of Finance determines that the utilization of SNAP is in the best interest of the City. The Council acknowledges that the Treasury Board of the Commonwealth is not, and shall not be, in any way liable to the City in connection with SNAP, except as otherwise provided in the standard SNAP Contract.

**12. Use of Proceeds of Bond.** The City agrees to use the proceeds of the Bond to finance a portion of the cost of the Project and the costs of issuing the Bond, and to use the same for such purposes within three (3) years after the date of the issuance of the Bond, with any proceeds remaining after such date being used to prepay principal on such Bond and being yield-restricted to the yield on such Bond, unless the City receives an opinion of nationally recognized Bond Counsel that a different use of the remaining proceeds would not cause the interest on the Bond to be includable in the gross income for federal income tax purposes of the registered owner thereof under existing law.

**13. Arbitrage Covenants.**

(a) Composite Issue. The City represents that there have not been issued, and covenants that there will not be issued, any obligations that will be treated as part of the same issue of obligations as the Bond, except for the City’s General Obligation Bond, Series 2015B, within the meaning of the Code.

(b) No Arbitrage Bond. The City covenants that it shall not take or omit to take any action the taking or omission of which will cause the Bond to be an “arbitrage bond” within the meaning of Section 148 of the Code, or otherwise cause interest on the Bond to be includable in the gross income for federal income tax purposes of the registered owner thereof under existing law. Without limiting the generality of the foregoing, the City shall comply with any provision of law which may require the City at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Bond, unless the City receives an opinion of nationally recognized Bond Counsel that such compliance is not required to prevent interest on the Bond from being includable in the gross income for federal income tax purposes of the registered owner thereof under existing law. The City shall pay any such required rebate from its legally available funds.

**14. Limitation on Private Use; No Federal Guaranty.** The City covenants that it shall not permit the proceeds of the Bond to be used in any manner that would result in (a) ten percent (10%) or more of such proceeds being used in a trade or business carried on by any person other than a state or local governmental unit, as provided in Section 141(b) of the Code, (b) five percent (5%) or more of such proceeds being used with respect to any output facility

(other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) five percent (5%) or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a state or local governmental unit, as provided in Section 141(c) of the Code; *provided*, that if the City receives an opinion of nationally recognized Bond Counsel that any such covenants need not be complied with to prevent the interest on the Bond from being includable in the gross income for federal income tax purposes of the registered owner thereof under existing law, the City need not comply with such covenants.

The City represents and agrees that the Bond is not and will not be “federally guaranteed,” as such term is used in Section 149(b) of the Code. No portion of the payment of principal of or interest on the Bond is or will be guaranteed, directly or indirectly, in whole or in part by the United States or an agency or instrumentality thereof.

**15. Discharge upon Payment of Bond.** If the Bond shall have become due and payable in accordance with its terms, shall have been fully refunded from the proceeds of a refunding bond issued by the City and the full amount of the principal and interest so due and payable upon the Bond then outstanding shall have been paid, then all covenants, agreements and other obligations of the City to the holders of the Bond under this Resolution shall cease, terminate and be void and the City shall be discharged from its obligations hereunder.

Notwithstanding anything to the contrary contained herein, any defeasance and discharge hereunder shall not be deemed to release the City from its obligations to pay the principal of and interest on the Bond as contemplated herein until the date the Bond is paid. In addition, such defeasance and discharge shall not terminate the obligations of the City to comply with the tax laws pertaining to the Bond until the date the Bond is paid.

**16. Limitation of Liability of Officials of the City.** No covenant, condition, agreement or obligation contained herein shall be deemed to be a covenant, condition, agreement or obligation of any officer, employee or agent of the City in his or her individual capacity, and no officer of the City executing the Bond shall be liable personally on the Bond or be subject to any personal liability or accountability by reason of the issuance thereof. No officer, employee or agent of the City shall incur any personal liability with respect to any other action taken by him or her pursuant to this Resolution, provided he or she acts in good faith.

**17. Contract with Bank.** The provisions of this Resolution shall constitute a contract between the City and the Bank (or any subsequent owner) for so long as the Bond is outstanding. This Resolution may not be amended by the City in any manner without the consent of the Bank, except to cure any defect, error, omission or ambiguity herein.

**18. Financial Statements and Fees.** The City agrees that it will provide the Bank with its Comprehensive Annual Financial Report as soon as it becomes available in each year. The City will be responsible for all fees of the City’s financial advisor and for all legal fees of the City Attorney and Bond Counsel in connection with the issuance of the Bond, and the Bank will have no liability or responsibility therefor.

**19. Filing of Resolution.** The City Clerk is hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the County of Greenville.

**20. Effective Date.** This Resolution shall take effect immediately.

Adopted: July 21, 2015

Exhibit A -- Form of the Bond

**EXHIBIT A**

RA-1

\$ \_\_\_\_\_

**UNITED STATES OF AMERICA  
COMMONWEALTH OF VIRGINIA**

**CITY OF EMPORIA, VIRGINIA**

**GENERAL OBLIGATION BOND, SERIES 2015A**

INTEREST RATE	MATURITY DATE	DATED DATE	CUSIP
2.95%	September 1, 2034	August __, 2015	None

REGISTERED OWNER: CARTER BANK & TRUST

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the **CITY OF EMPORIA, VIRGINIA** (the “City”), a political subdivision of the Commonwealth of Virginia, hereby acknowledges itself indebted and promises to pay, from the sources described below, to the Registered Owner stated above, its successors or registered assigns, without offset, at Post Office Box 1776, Martinsville, Virginia 24115, or at such other place as the Registered Owner may designate that is acceptable to the City, on or before the Maturity Date stated above the principal amount stated above and to pay to the Registered Owner hereof (determined as of the date of payment of principal or interest) principal and interest hereon until payment in full at the Interest Rate per year stated above. Principal and interest shall be payable in lawful money of the United States of America.

Payments of principal on this Bond will be due and payable in annual installments on September 1 of each year, commencing September 1, 2016 through and including the Maturity Date, as shown on Exhibit A hereto. Interest shall accrue from the Dated Date, and payments of interest on this Bond will be due and payable semi-annually on March 1 and September 1 commencing March 1, 2016 through and including the Maturity Date. If not earlier paid, all principal together with all accrued interest due hereunder, shall be paid in full on the Maturity Date stated above subject to prior prepayment as hereinafter provided.

All payments made on this Bond shall be applied first to accrued interest and then to principal. Interest on this Bond shall be computed on the basis of a 360-day year with twelve 30-day months. If the date of any payment hereunder would otherwise fall on a day on which commercial banks are authorized or required to close in the Commonwealth of Virginia, then payment need not be made on such date, but may be made on the next succeeding business day, and if made on such next succeeding business day, no additional interest shall accrue.

This Bond is subject to optional prepayment on any day, in whole or in part, upon payment of an amount equal to 100% of the aggregate principal amount of this Bond to be prepaid, plus accrued interest to the prepayment date. In the case of any partial prepayment of this Bond, the Registered Owner shall make an appropriate endorsement on the Certificate of Prepayments attached hereto of the amount and date of such prepayment. The City shall give the Registered Owner at least 10 days' prior notice of any prepayment.

This Bond is executed and delivered pursuant to a Resolution of the City Council of the City (the "Council") adopted on July 21, 2015 (the "Resolution"). This Bond is being issued under the Public Finance Act of 1991 (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended). The proceeds of this Bond will be used to finance (i) East Atlantic Street road improvements, (ii) South Main Street road improvements, (iii) the construction and equipping of an animal shelter, and (iv) the costs of issuing this Bond. The Registered Owner shall be entitled to all benefits, and this Bond is issued subject to all terms and conditions, of the Resolution.

The full faith and credit of the City are irrevocably pledged for the payment of the principal of and the interest on this Bond. The Resolution provides, and Section 15.2-2624 of the Code of Virginia of 1950, as amended, requires, that there shall be levied and collected an annual tax upon all taxable property in the City subject to local taxation sufficient to provide for the payment of the principal of, premium, if any, and the interest on this Bond as the same shall become due, which tax shall be without limitation as to rate or amount and shall be in addition to all other taxes authorized to be levied in the City to the extent other funds of the City are not lawfully available and appropriated for such purpose.

No covenant, condition, agreement or obligation contained herein shall be deemed to be a covenant, condition, agreement or obligation of any officer, employee or agent of the City in his or her individual capacity, and no officer of the City executing this Bond shall be liable personally on this Bond or be subject to any personal liability or accountability by reason of the issuance hereof.

The City has designated this Bond as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City Manager shall act as Registrar (until a different Registrar is selected) and shall maintain registration books for the registration and the registration of transfer of this Bond. The transfer of this Bond may be registered only on the books kept for the registration and registration of transfer of this Bond upon surrender thereof to the Registrar at his or her address together with an assignment duly executed by the Registered Owner in person or by his duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar. Upon any such transfer, the City shall execute and deliver, in exchange for this Bond, a new registered Bond registered in the name of the transferee. Prior to due presentment for registration of transfer, the Registrar shall treat the Registered Owner as the person exclusively entitled to payment of principal of, premium, if any, and interest on, this Bond and to the exercise of all other rights and powers of the owner.

If this Bond has been mutilated, lost or destroyed, the City shall execute and

deliver a new Bond of like date and tenor in exchange or substitution for, and upon cancellation of, such mutilated Bond or in lieu of and in substitution for such lost or destroyed Bond; *provided*, that the City shall execute and deliver such Bond only if the holder has paid the reasonable expenses and charges of the City and the Registrar in connection therewith and, in the case of a mutilated Bond, such mutilated Bond shall first be surrendered to the Registrar, and in the case of a lost or destroyed Bond, the holder has furnished to the City and the Registrar (if different from the City Manager or other official of the City) (a) evidence satisfactory to them that such Bond was lost or destroyed and the holder was the owner thereof and (b) indemnity satisfactory to them.

Any failure or delay by the Registered Owner to exercise any right hereunder or under the Resolution shall not be construed as a waiver of the right to exercise the same or any other rights at any time.

The term "Registered Owner" as used herein shall include any future holder of this Bond. This Bond shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia. Whenever possible, each provision of this Bond shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Bond shall be prohibited by or invalid under such law, such provisions shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Bond. This Bond shall apply to and bind the City's successors and assigns to the extent provided herein and shall inure to the benefit of the Registered Owner, its successors and assigns.

All acts and conditions required to happen, exist or be performed precedent to and in connection with the issuance of this Bond have happened, exist and have been performed, and the issue of this Bond, together with all other indebtedness of the City, is within every debt and other limit prescribed by the Charter of the City and the Constitution and statutes of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the City Council of the City of Emporia, Virginia, has caused this Bond to be issued in the name of the **CITY OF EMPORIA, VIRGINIA**, to be executed by its Mayor, its seal to be affixed to this Bond attested by its City Clerk or Deputy Clerk and this Bond to be dated the Dated Date.

**CITY OF EMPORIA, VIRGINIA**

By \_\_\_\_\_  
Mayor

[SEAL]

Attest:

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

**FORM OF ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_  
(Please print or typewrite name, address and Social Security Number or Taxpayer Identification Number of transferee) the within Bond and all rights therein and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney-in-fact to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears in the registration books of the City.

In the presence of:

\_\_\_\_\_  
NOTICE: The registered owner's signature to this assignment must be guaranteed by an institution participating in the Securities Transfer Agent Medallion Program ("STAMP") or similar program. Please affix signature guarantee ink Stamp with appropriate signature, title of officer and date.

**CERTIFICATE OF PREPAYMENTS**

The principal amount of this Bond shall be reduced by an amount equal to the aggregate of prepayments noted on this Certificate of Prepayments. All prepayments shall be certified under this Certificate of Prepayments by an authorized representative of the Registered Owner, and such certification shall constitute a cancellation of the principal amount due on this Bond in the aggregate of the amounts certified below.

<u>Amount</u>	<u>Date</u>	<u>Authorized Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**EXHIBIT A**

**Date**

**Principal Payment**  
\$

**CERTIFICATE**

The undersigned City Clerk of the City of Emporia, Virginia, hereby certifies that the foregoing constitutes a true, correct and complete copy of a Resolution adopted by the City Council of the City of Emporia, Virginia on July 21, 2015. I hereby further certify that the Resolution was adopted at the meeting at which it was introduced, said meeting constituted a regularly scheduled meeting and during the consideration of the foregoing Resolution a quorum was present. The vote of the members of the Council upon the foregoing Resolution was as follows:

<u>Member</u>	<u>Present/Absent</u>	<u>Vote</u>
Mary L. Person, Mayor	_____	_____ --
Carolyn S. Carey	_____	_____
Carol Mercer	_____	_____
James E. Ewing, III	_____	_____
F. Woodrow Harris	_____	_____
Doris T. White	_____	_____
L. Dale Temple	_____	_____
Deborah Dunlow-Lynch	_____	_____

**WITNESS MY HAND** and the seal of the City of Emporia, Virginia, this \_\_\_\_ day of July, 2015.

\_\_\_\_\_  
City Clerk, City of Emporia, Virginia

[SEAL]

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A GENERAL OBLIGATION BOND, SERIES 2015B, OF THE CITY OF EMPORIA, VIRGINIA, AND PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF**

**WHEREAS**, the City of Emporia, Virginia (the “City”), is a political subdivision of the Commonwealth of Virginia (the “Commonwealth”), and pursuant to the Public Finance Act of 1991, as amended (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended) (the “Act”), the City Council of the City of Emporia, Virginia (the “Council”) is authorized to contract debts on behalf of the City and to issue, as evidence thereof, bonds, notes or other obligations payable from pledges of the full faith and credit of the City; and

**WHEREAS**, the City wishes to issue its general obligation bond to finance (i) improvements to the City’s existing water distribution and treatment systems (the “Project”) and (ii) the costs of issuing the bond; and

**WHEREAS**, immediately prior to the consideration of this Resolution, the Council held a public hearing with respect to the issuance of the City’s general obligation bond in one or more series from time to time to finance, pursuant to the Act, a portion of the costs of the Project and the costs of issuance; and

**WHEREAS**, the Council has received proposals from several financial institutions in connection with the financing;

**NOW, THEREFORE**, be it resolved by the Council of the City of Emporia, Virginia:

**1. Finding of Necessity for Project and Issuance of Bond.** It is hereby determined to be necessary and expedient for the City to undertake the Project, which will benefit the City and its citizens. It is also hereby determined to be necessary and expedient for the City to borrow money by issuing its general obligation bond in a maximum aggregate principal amount not to exceed One Million Five Hundred Fifty Thousand Dollars (\$1,550,000) (the “Bond”) to finance a portion of the cost of the Project and the costs of issuing the Bond. The Council elects to issue the Bond under the provisions of the Act and without regard to the provisions of the City Charter.

**2. Selection of Winning Proposal.** After consideration of the methods of sale of the Bond and the proposals received from various financial institutions, it is hereby determined that it is in the best interest of the City to accept, and the City does hereby accept, the proposal of First-Citizens Bank & Trust Company (the “Bank”) to purchase the Bond, such offer being contained in a letter from the Bank (the “Winning Proposal”). The Mayor, the City Manager and the Director of Finance of the City, any of whom may act, are each hereby

authorized and directed to accept the Winning Proposal and to evidence such acceptance in such manner as may be requested by the Bank.

**3. Details of Bond.** The Bond shall be dated the date of its issuance, shall be in the form of a single fully registered bond without coupons registered as to both principal and interest in the name of the Bank, shall be in an amount not to exceed \$1,550,000, and shall be numbered RB-1. Interest shall accrue on the Bond from its dated date until paid in full at an interest rate per year equal to 1.48%. Interest on the Bond shall be payable semi-annually on each March 1 and September 1 commencing March 1, 2016. Principal shall be payable on September 1, 2018, which is the final maturity date of the Bond. If not sooner paid, all principal of and interest on the Bond shall be due and payable on September 1, 2018. The Bond shall be substantially in the form attached hereto as Exhibit A, with such changes, omissions and insertions including without limitation the date thereof as may be approved by Bond Counsel and by the Mayor and City Manager, either of whom may act, such approval to be evidenced conclusively by the execution and delivery of the Bond.

Interest on the Bond shall be calculated on the basis of a 360-day year with twelve 30-day months. All payments made on the Bond shall be applied first to accrued interest and then to principal. If the payment date of any payment due under the Bond would fall on a day on which commercial banks are authorized or required to close in the Commonwealth, then payment need not be made on such date, but may be made on the next succeeding business day, and if made on such next succeeding business day, no additional interest shall accrue.

The Mayor and City Manager, either of whom may act, are each hereby authorized to approve the final principal amount of the Bond, so long as the aggregate principal amount of the Bond is less than or equal to \$1,550,000.

**4. Pledge of Full Faith and Credit.** The Bond will be secured by the full faith and credit of the City. For the prompt payment of the principal of, premium, if any, and interest on the Bond as the same shall become due, the full faith and credit of the City are hereby irrevocably pledged. Pursuant to Section 15.2-2624 of the Code of Virginia of 1950, as amended, and as provided hereafter, there shall be levied and collected an annual tax upon all taxable property in the City subject to local taxation sufficient to provide for the payment of the principal of, premium, if any, and interest on the Bond as the same shall become due, which tax shall be without limitation as to rate or amount and shall be in addition to all other taxes authorized to be levied in the City to the extent other funds of the City are not lawfully available and appropriated for such purpose.

**5. Execution and Delivery of Bond.** The Mayor and the City Manager, either of whom may act, are each authorized and directed to execute the Bond. The City Clerk and any Deputy Clerk, any of whom may act, are authorized and directed to execute the Bond, to affix the seal of the City to the Bond, to attest the seal and then to deliver the Bond to the Bank upon payment of the purchase price of 100% of the principal amount thereof.

6. **Designation for Purchase by Financial Institutions.** The City hereby designates the Bond as a “qualified tax-exempt obligation” eligible for the exception from the disallowance of the deduction of interest by financial institutions allocable to the cost of carrying tax-exempt obligations in accordance with the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”). The City does not reasonably anticipate that it and any “subordinate entities” have issued or will issue more than \$10,000,000 in qualified tax-exempt obligations during calendar year 2015, and the City will not designate more than \$10,000,000 of qualified tax-exempt obligations in calendar year 2015.

7. **Prepayment Provisions.** The Bond is subject to optional prepayment on any day, in whole or in part, upon payment of an amount equal to 100% of the aggregate principal amount of the Bond to be prepaid, plus accrued interest to the prepayment date.

In the case of any partial prepayment of the Bond, the Bank shall make an appropriate endorsement on the Certificate of Prepayments attached thereto of the amount and date of such prepayment. The City shall give the Bank at least thirty (30) days’ prior written notice of any prepayment.

8. **Further Actions.** The Mayor, the City Manager, the Director of Finance and such officers, employees and agents of the City as may be designated by any of them are authorized and directed to take such further actions as they deem necessary regarding the issuance and sale of the Bond including, without limitation, the execution and delivery of closing documents and certificates including Form 8038-G and a Non-Arbitrage and Tax Certificate (the “Tax Certificate”). All such actions previously taken by the Mayor, the City Manager, the Director of Finance or such officers, employees and agents are hereby approved, ratified and confirmed.

The Council covenants on behalf of the City that (i) the proceeds from the issuance of the Bond will be invested and expended as set forth in the Tax Certificate, (ii) the City shall comply with the other covenants and representations contained in the Tax Certificate and (iii) the City shall comply with the provisions of the Code, so that interest on the Bond will remain excludable from gross income for federal income tax purposes.

9. **Registration and Transfer of Bond.** The City Manager is appointed paying agent and registrar for the Bond (the “Registrar”). The Registrar shall maintain registration books for the registration and registration of transfers of the Bond. Upon presentation and surrender of the Bond at the office of the Registrar, together with an assignment duly executed by the registered owner or its duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the City shall execute and deliver in exchange, a new Bond having an equal aggregate principal amount, of the same form and maturity, bearing interest at the same rate and registered in the name as requested by the then registered owner thereof or its duly authorized attorney or legal representative. Any such transfer or exchange shall be at the expense of the City, except that the Registrar may charge the person requesting such transfer or exchange the amount of any tax or other governmental charge required to be paid with respect thereto.

**10. Selection of Bond Counsel.** The Council hereby consents to Troutman Sanders LLP serving as Bond Counsel to the City in connection with the issuance of the Bond.

**11. Investment Authorization.** The Council authorizes the City Manager and the Director of Finance to utilize the State Non-Arbitrage Program of the Commonwealth (“SNAP”) in connection with the investment of the proceeds of the Bond, if the City Manager or the Director of Finance determines that the utilization of SNAP is in the best interest of the City. The Council acknowledges that the Treasury Board of the Commonwealth is not, and shall not be, in any way liable to the City in connection with SNAP, except as otherwise provided in the standard SNAP Contract.

**12. Use of Proceeds of Bond.** The City agrees to use the proceeds of the Bond to finance a portion of the cost of the Project and the costs of issuing the Bond, and to use the same for such purposes within three (3) years after the date of the issuance of the Bond, with any proceeds remaining after such date being used to prepay principal on such Bond and being yield-restricted to the yield on such Bond, unless the City receives an opinion of nationally recognized Bond Counsel that a different use of the remaining proceeds would not cause the interest on the Bond to be includable in the gross income for federal income tax purposes of the registered owner thereof under existing law.

**13. Arbitrage Covenants.**

(a) **Composite Issue.** The City represents that there have not been issued, and covenants that there will not be issued, any obligations that will be treated as part of the same issue of obligations as the Bond, except for the City’s General Obligation Bond, Series 2015A, within the meaning of the Code.

(b) **No Arbitrage Bond.** The City covenants that it shall not take or omit to take any action the taking or omission of which will cause the Bond to be an “arbitrage bond” within the meaning of Section 148 of the Code, or otherwise cause interest on the Bond to be includable in the gross income for federal income tax purposes of the registered owner thereof under existing law. Without limiting the generality of the foregoing, the City shall comply with any provision of law which may require the City at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Bond, unless the City receives an opinion of nationally recognized Bond Counsel that such compliance is not required to prevent interest on the Bond from being includable in the gross income for federal income tax purposes of the registered owner thereof under existing law. The City shall pay any such required rebate from its legally available funds.

**14. Limitation on Private Use; No Federal Guaranty.** The City covenants that it shall not permit the proceeds of the Bond to be used in any manner that would result in (a) ten percent (10%) or more of such proceeds being used in a trade or business carried on by any person other than a state or local governmental unit, as provided in Section 141(b) of the Code, (b) five percent (5%) or more of such proceeds being used with respect to any output facility (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the

Code, or (c) five percent (5%) or more of such proceeds being used directly or indirectly to make or finance loans to any persons other than a state or local governmental unit, as provided in Section 141(c) of the Code; *provided*, that if the City receives an opinion of nationally recognized Bond Counsel that any such covenants need not be complied with to prevent the interest on the Bond from being includable in the gross income for federal income tax purposes of the registered owner thereof under existing law, the City need not comply with such covenants.

The City represents and agrees that the Bond is not and will not be “federally guaranteed,” as such term is used in Section 149(b) of the Code. No portion of the payment of principal of or interest on the Bond is or will be guaranteed, directly or indirectly, in whole or in part by the United States or an agency or instrumentality thereof.

**15. Discharge upon Payment of Bond.** If the Bond shall have become due and payable in accordance with its terms, shall have been fully refunded from the proceeds of a refunding bond issued by the City and the full amount of the principal and interest so due and payable upon the Bond then outstanding shall have been paid, then all covenants, agreements and other obligations of the City to the holders of the Bond under this Resolution shall cease, terminate and be void and the City shall be discharged from its obligations hereunder.

Notwithstanding anything to the contrary contained herein, any defeasance and discharge hereunder shall not be deemed to release the City from its obligations to pay the principal of and interest on the Bond as contemplated herein until the date the Bond is paid. In addition, such defeasance and discharge shall not terminate the obligations of the City to comply with the tax laws pertaining to the Bond until the date the Bond is paid.

**16. Limitation of Liability of Officials of the City.** No covenant, condition, agreement or obligation contained herein shall be deemed to be a covenant, condition, agreement or obligation of any officer, employee or agent of the City in his or her individual capacity, and no officer of the City executing the Bond shall be liable personally on the Bond or be subject to any personal liability or accountability by reason of the issuance thereof. No officer, employee or agent of the City shall incur any personal liability with respect to any other action taken by him or her pursuant to this Resolution, provided he or she acts in good faith.

**17. Contract with Bank.** The provisions of this Resolution shall constitute a contract between the City and the Bank (or any subsequent owner) for so long as the Bond is outstanding. This Resolution may not be amended by the City in any manner without the consent of the Bank, except to cure any defect, error, omission or ambiguity herein.

**18. Financial Statements and Fees.** The City agrees that it will provide the Bank with its Comprehensive Annual Financial Report as soon as it becomes available in each year. The City will be responsible for all fees of the City’s financial advisor and for all legal fees of the City Attorney and Bond Counsel in connection with the issuance of the Bond, and the Bank will have no liability or responsibility therefor.

**19. Filing of Resolution.** The City Clerk is hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the County of Greenville.

**20. Effective Date.** This Resolution shall take effect immediately.

Adopted: July 21, 2015

Exhibit A -- Form of the Bond

RB-1

\$ \_\_\_\_\_

**UNITED STATES OF AMERICA  
COMMONWEALTH OF VIRGINIA**

**CITY OF EMPORIA, VIRGINIA**

**GENERAL OBLIGATION BOND, SERIES 2015B**

INTEREST RATE	MATURITY DATE	DATED DATE	CUSIP
1.48%	September 1, 2018	August __, 2015	None

REGISTERED OWNER: FIRST-CITIZENS BANK & TRUST COMPANY

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the **CITY OF EMPORIA, VIRGINIA** (the “City”), a political subdivision of the Commonwealth of Virginia, hereby acknowledges itself indebted and promises to pay, from the sources described below, to the Registered Owner stated above, its successors or registered assigns, without offset, at P. O. Box 63034, Charlotte, North Carolina 28263-3034, or at such other place as the Registered Owner may designate that is acceptable to the City, the Principal Amount stated above on the Maturity Date stated above, subject to prior prepayment as described in this Bond, and to pay to the Registered Owner hereof interest hereon at the Interest Rate per year stated above accruing from the Dated Date stated above and payable semi-annually on March 1 and September 1, commencing March 1, 2016 and continuing through and including the Maturity Date. All principal together with all accrued interest due hereunder shall be paid in full on the Maturity Date subject to prior prepayment as hereinafter provided. Principal and interest shall be payable in lawful money of the United States of America.

All payments made on this Bond shall be applied first to accrued interest and then to principal. Interest on this Bond shall be computed on the basis of a 360-day year with twelve 30-day months. If the date of any payment hereunder would otherwise fall on a day on which commercial banks are authorized or required to close in the Commonwealth of Virginia, then payment need not be made on such date, but may be made on the next succeeding business day, and if made on such next succeeding business day, no additional interest shall accrue.

This Bond is subject to optional prepayment on any day, in whole or in part, upon payment of an amount equal to 100% of the aggregate principal amount of this Bond to be prepaid, plus accrued interest to the prepayment date. In the case of any partial prepayment of this Bond, the Registered Owner shall make an appropriate endorsement on the Certificate of Prepayments attached hereto of the amount and date of such prepayment. The City shall give the Registered Owner at least 30 days' prior written notice of any prepayment.

This Bond is executed and delivered pursuant to a Resolution of the City Council of the City (the "Council") adopted on July 21, 2015 (the "Resolution"). This Bond is being issued under the Public Finance Act of 1991 (Chapter 26, Title 15.2, Code of Virginia of 1950, as amended). The proceeds of this Bond will be used to finance (i) improvements to the City's existing water distribution and treatment systems and (ii) the costs of issuing this Bond. The Registered Owner shall be entitled to all benefits, and this Bond is issued subject to all terms and conditions, of the Resolution.

The full faith and credit of the City are irrevocably pledged for the payment of the principal of and the interest on this Bond. The Resolution provides, and Section 15.2-2624 of the Code of Virginia of 1950, as amended, requires, that there shall be levied and collected an annual tax upon all taxable property in the City subject to local taxation sufficient to provide for the payment of the principal of, premium, if any, and the interest on this Bond as the same shall become due, which tax shall be without limitation as to rate or amount and shall be in addition to all other taxes authorized to be levied in the City to the extent other funds of the City are not lawfully available and appropriated for such purpose.

No covenant, condition, agreement or obligation contained herein shall be deemed to be a covenant, condition, agreement or obligation of any officer, employee or agent of the City in his or her individual capacity, and no officer of the City executing this Bond shall be liable personally on this Bond or be subject to any personal liability or accountability by reason of the issuance hereof.

The City has designated this Bond as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

The City Manager shall act as Registrar (until a different Registrar is selected) and shall maintain registration books for the registration and the registration of transfer of this Bond. The transfer of this Bond may be registered only on the books kept for the registration and registration of transfer of this Bond upon surrender thereof to the Registrar at his or her address together with an assignment duly executed by the Registered Owner in person or by his duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar. Upon any such transfer, the City shall execute and deliver, in exchange for this Bond, a new registered Bond registered in the name of the transferee. Prior to due presentment for registration of transfer, the Registrar shall treat the Registered Owner as the person exclusively entitled to payment of principal of, premium, if any, and interest on, this Bond and to the exercise of all other rights and powers of the owner.

If this Bond has been mutilated, lost or destroyed, the City shall execute and

deliver a new Bond of like date and tenor in exchange or substitution for, and upon cancellation of, such mutilated Bond or in lieu of and in substitution for such lost or destroyed Bond; *provided*, that the City shall execute and deliver such Bond only if the holder has paid the reasonable expenses and charges of the City and the Registrar in connection therewith and, in the case of a mutilated Bond, such mutilated Bond shall first be surrendered to the Registrar, and in the case of a lost or destroyed Bond, the holder has furnished to the City and the Registrar (if different from the City Manager or other official of the City) (a) evidence satisfactory to them that such Bond was lost or destroyed and the holder was the owner thereof and (b) indemnity satisfactory to them.

Any failure or delay by the Registered Owner to exercise any right hereunder or under the Resolution shall not be construed as a waiver of the right to exercise the same or any other rights at any time.

The term "Registered Owner" as used herein shall include any future holder of this Bond. This Bond shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia. Whenever possible, each provision of this Bond shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Bond shall be prohibited by or invalid under such law, such provisions shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Bond. This Bond shall apply to and bind the City's successors and assigns to the extent provided herein and shall inure to the benefit of the Registered Owner, its successors and assigns.

All acts and conditions required to happen, exist or be performed precedent to and in connection with the issuance of this Bond have happened, exist and have been performed, and the issue of this Bond, together with all other indebtedness of the City, is within every debt and other limit prescribed by the Charter of the City and the Constitution and statutes of the Commonwealth of Virginia.

IN WITNESS WHEREOF, the City Council of the City of Emporia, Virginia, has caused this Bond to be issued in the name of the **CITY OF EMPORIA, VIRGINIA**, to be executed by its Mayor, its seal to be affixed to this Bond attested by its City Clerk or Deputy Clerk and this Bond to be dated the Dated Date.

**CITY OF EMPORIA, VIRGINIA**

By \_\_\_\_\_  
Mayor

[SEAL]

Attest:

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

**FORM OF ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_  
(Please print or typewrite name, address and Social Security Number or Taxpayer Identification Number of transferee) the within Bond and all rights therein and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney-in-fact to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

\_\_\_\_\_  
NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears in the registration books of the City.

In the presence of:

\_\_\_\_\_  
NOTICE: The registered owner's signature to this assignment must be guaranteed by an institution participating in the Securities Transfer Agent Medallion Program ("STAMP") or similar program. Please affix signature guarantee ink Stamp with appropriate signature, title of officer and date.

**CERTIFICATE OF PREPAYMENTS**

The principal amount of this Bond shall be reduced by an amount equal to the aggregate of prepayments noted on this Certificate of Prepayments. All prepayments shall be certified under this Certificate of Prepayments by an authorized representative of the Registered Owner, and such certification shall constitute a cancellation of the principal amount due on this Bond in the aggregate of the amounts certified below.

<u>Amount</u>	<u>Date</u>	<u>Authorized Signature</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**CERTIFICATE**

The undersigned City Clerk of the City of Emporia, Virginia, hereby certifies that the foregoing constitutes a true, correct and complete copy of a Resolution adopted by the City Council of the City of Emporia, Virginia on July 21, 2015. I hereby further certify that the Resolution was adopted at the meeting at which it was introduced, said meeting constituted a regularly scheduled meeting and during the consideration of the foregoing Resolution a quorum was present. The vote of the members of the Council upon the foregoing Resolution was as follows:

<u>Member</u>	<u>Present/Absent</u>	<u>Vote</u>
Mary L. Person, Mayor		--
Carolyn S. Carey		
Carol Mercer		
James E. Ewing, III		
F. Woodrow Harris		
Doris T. White		
L. Dale Temple		
Deborah Dunlow-Lynch		

**WITNESS MY HAND** and the seal of the City of Emporia, Virginia, this \_\_\_\_ day of July, 2015.

\_\_\_\_\_  
City Clerk, City of Emporia, Virginia

[SEAL]



# CITY OF EMPORIA

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## Memorandum

July 17, 2015

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

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

**SUBJECT:** Department of Emergency Management Grant Funds – Appropriation Ordinance

**ITEM #:** 15-58

We received notification on December 18, 2014 that the City of Emporia had been awarded a grant allocation from the Department of Emergency Management in the amount of \$11,500. At the close of FY15, there was \$6,675 remaining in unspent grant funds. The appropriation ordinance for the use of these funds technically lapsed on June 30<sup>th</sup> with the close of the fiscal year. Therefore, you will need to re-appropriate these remaining funds into the current operating budget via the attached ordinance.

### Recommendation

I recommend that you adopt this ordinance.

### Attachment

Ordinance

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

**Ordinance**

An Ordinance To Appropriate The Sum Of \$6,675.00 In Grant Funds From The Department Of Emergency Management For The State Homeland Security Program

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

- 1. That the sum of \$6,675.00 in anticipated grant funds from the Department of Emergency Management be, and the same hereby is, appropriated into the City’s Operating Budget for Fiscal Year 2015-2016.
- 2. Said appropriation shall be reflected in the 2015-2016 Operating Budget as the sum of \$6,675.00 appropriated to General Fund Revenues and the sum of \$6,675.00 appropriated to General Fund Expenditures, Account Number 35500-5895 Homeland Security Grant.
- 3. The City Manager is hereby authorized to do all things necessary to implement this ordinance.
- 4. This ordinance shall be in effect on and after its adoption.

Adopted: July 21, 2015

City of Emporia, Virginia

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

Attest:

Form Approved:

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

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



# CITY OF EMPORIA

## Memorandum

July 17, 2015

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** CYC, Ltd. – Funding Request from June 16, 2015 Meeting  
**ITEM #:** 15-59

During your June 16, 2015 meeting, Dr. Thelma Atkins-Riley, President of the CYC, Ltd., requested you approve giving the CYC, Ltd. an additional \$10,000 over what was approved in your FY16 adopted budget. She requested you approve this funding to primarily support pool operations this summer. The funding in question was originally approved for the CYC, Ltd. in your adopted FY15 budget and was earmarked as a capital outlay to be used for demolition purposes only.

### Recommendation

I do not recommend you approve this funding for three primary reasons. First, this funding was not approved in your adopted FY16 budget. Approving this funding, in my opinion, would violate the Financial Policy Guidelines you adopted on October 21, 2014. Second, the CYC, Ltd. will most likely request this additional funding next fiscal year and will become more dependent on the City honoring this level of funding in future years, should you approve the request. Third, the buildings previously slated for demolition will deteriorate further over time causing additional neighborhood blight. At some point in the future, the City will be faced with the prospect of issuing property maintenance violations and possibly demolishing the buildings at the City's expense.

### Attachments

FY15 Budget Request – CYC, Ltd.  
FY15 Adopted Budget – CYC, Ltd.  
Financial Policy Guidelines

**Community Youth Center, Limited  
Amended Financial Request**

**Contact Person:** Marva J. Dunn, Vice President

272 Astrio Street

Emporia, VA 23847

434-348-3122

**The Community Youth Center, LTD (CYC, LTD)** a nonprofit 501© (3) organization created with the sole purpose of revitalizing the old CYC facility and returning some of the activities that were once offered to the citizens of the Emporia/Greensville area, especially the youth. **Our Mission** is to provide opportunities for the citizens of the Emporia/Greensville community to improve academic performance, participate in enrichment, recreational, and self improvement activities. The CYC, Ltd provides a safe haven for youth in the community to enhance the athleticism, physical and mental conditioning as well as self-esteem/awareness and sportsmanship.

**In addition to our request** for assistance with funding for the pool, we ask that the city please consider assisting us with funds for our next project. This project includes demolishing and removal of the old building, cosmetic improvements to the grounds that includes the pool area, basketball and tennis court and remodeling the old concession stand to house a training gym for boxing, and a small meeting room.

Providing more structured supervised outside sports will encourage our youth to engage in more outdoor physical activities decreasing the number of hours they spend in front of the television, computer and video games. It also helps to promote a healthy lifestyle, teach good sportsmanship, improve self-esteem and learn to exhibit more positive behaviors.

Improving the façade of this area can lead to a decrease in crime and safer living conditions for citizens living in the area. It will also make the city more attractive and appealing to visitors and new residents. We are currently working on plans for an Annual Campaign with assistance from the YMCA.

**Profiles of Board Members Updated:** Thelma Atkins-Riley, RN, BSN, MAEd., Professor of Nursing, Southside Virginia Community College, President; Marva J. Dunn, BA Sociology/Anthropology RMWC, Vice President/Fundraising Chair, Client Service Advocate FVSAU, board member for the state of Virginia Sexual Domestic Violence Action Alliance, board member for City of Emporia Zoning and Redevelopment and Housing Authority, and board member for the Lynchburg Neighborhood Foundation , Lynchburg, VA; Amanda Posey, LPN, PT Care Coordinator, Secretary; Deborah Powell, RN Director of Nursing Administration, Southern Virginia Regional Medical Center, Assistant Secretary/Program Chair; Marcelle Brown, Accountant, Browns Bookkeeping and Tax Service; Dorothy Wilks, Retired Nurse, Chaplain; Cleo Goodwyn, Retired Educator; Ronnell Pearson, BS, Virginia State University, Manager, Pearson and Son Funeral Home; Jim Saunders, BS Business Administration, Elon College, Market President, Gateway Bank, Treasurer and Karen Kemp Bynum, Teacher. We are assisted by Michelle Saunders, Realtor, Kim Thrower, Nurse and other members of the Community on special projects.

Submitted by,

Jim Saunders

Jim Saunders, Treasurer

Marva J. Dunn

Marva J. Dunn, Vice President/Fund Development Chair person

## Updated Budget Request From the CYC, LTD

**Pool** (see pool budget)

**\$ 6,500**

**Demolition**

**\$20,000 from Harrell Contractor**

Masonry, Cement

Carpenter Work

Cement Work

This includes area around pool, broken bricks and concert  
in other areas, renovating concession building

in to small meeting room and boxing gym

**\$65,000 from Batts Contractor**

**Ditch Drainage Work**

**\$ 1,500**

**Top Soil**

To build up grounds

**\$ 1,000 from Batts Contractor**

**\$ 94,000**

# BUDGET FOR POOL Summer 2014

Thursday, June 19, 2014 - Saturday, August 9, 2014  
8 Weeks

## **Lifeguard**

@\$11.00 per hr x 9hrs = \$99.00 x (3) days =  
\$297 x (8) wks = \$2,376 x (1) Lifeguard = \$2,376.

## **Lifeguard**

@ \$11.00 per hr x 9hrs = \$99.00x (3) days=  
\$297x (8) wks = \$2,376 \$2,376

## **PT Staff/Pool Coordinator**

\$5,184

@\$8.00 per hr x 6hrs = \$48.00 x 3 days =  
\$144 x (36) wks = 5,184

9 month PT Staff, 6hrs a day 3 days a week (this person will be resp. for working pool, getting volunteers to assist, lifeguard accountability, number of swimmers, planning and implementing fund raising for next year, complete city, county and GMF grant application bookkeeping, etc.)

## **Pool Maintenance**

\$2,200

Chemicals, for (3) days x (8) wks=  
@ \$125 per week \$1000  
Covering pool \$1000  
Winterizing pool\$ 200

## **Pool Manager**

(\$450 a wk x (8) wks) \$3,600  
Pool covering \$2,500

**Insurance** \$ 350

**Pool pump electricity bill** \$ 500

**Pool furniture** \$1,500

**Pool Vacuum** \$1,500

**Water** 850

**Miscell** \$ 500

total needed \$23,436

## **Total swimmers 850 for 2013**

City of Emporia

562 Youth

43 Adults

Greenville County

240 Youth

5 Adults

Parks and Recreation		2012-13	2012-13	2013-14	2013-14	2014-15	2014-15	2014-15	% Change	Comments
		Final Budget	Actual	Budget	Year-End Projection	Department Request	Manager Recommends	Council Approved	Over 2013-14	
<b>Emporia-Greens. Recreation Assoc.</b>										
EGRA Operations		51,049	51,049	54,149	54,149	51,000	51,000	51,000	-5.8%	
EGRA Capital		0	0	3,750	3,750	0	0	0	-100.0%	
<b>Total</b>		<b>51,049</b>	<b>51,049</b>	<b>57,899</b>	<b>57,899</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>	<b>-11.9%</b>	
<b>Family YMCA of Emporia-Greens.</b>										
		30,000	30,000	20,750	20,750	30,000	20,750	20,750	0.0%	
<b>Boys &amp; Girls Club of Emporia-Greens.</b>										
Boys and Girls Club Operations		28,500	28,500	30,000	30,000	33,813	30,000	30,000	0.0%	
<b>Total</b>		<b>28,500</b>	<b>28,500</b>	<b>30,000</b>	<b>30,000</b>	<b>33,813</b>	<b>30,000</b>	<b>30,000</b>	<b>0.0%</b>	
<b>Community Youth Center, Ltd.</b>										
CYC Operations		1,000	1,000	4,000	4,000	6,859	4,000	5,000	25.0%	
CYC Capital		0	0	0	0	84,000	10,000	10,000		
<b>Total</b>		<b>1,000</b>	<b>1,000</b>	<b>4,000</b>	<b>4,000</b>	<b>100,859</b>	<b>14,000</b>	<b>15,000</b>	<b>275.0%</b>	Description of contribution over/under report "YI" providing multi-line tasks
<b>Total Parks and Recreation</b>		<b>110,549</b>	<b>110,549</b>	<b>112,649</b>	<b>112,649</b>	<b>215,672</b>	<b>115,750</b>	<b>116,750</b>	<b>3.6%</b>	

### 3. Budget Development Policies

1. The City will strive to maintain diversified and stable revenue streams to protect the government from problematic fluctuations in any single revenue source and provide stability to ongoing services.
2. Current revenues will fund current expenditures. One-time or other special revenues will not be used to finance continuing City operations but instead will be used for funding special projects.
3. The City will pursue an aggressive policy seeking the collection of delinquent utility, license, permit and other fees due to the City.
4. The City will prepare and annually update a long-range (5 year) financial forecast model utilizing trend indicators and projections of annual operating revenue, expenditures, capital improvements with related debt service and operating costs, and fund balance levels.
5. The City Manager and Director of Finance shall review expenditure and revenue projections quarterly and provide to City Council. The City Manager and Director of Finance will exercise appropriate fiscal management as necessary to live within the limits of the adopted budget. Budget requests after the budgetary process and adoption of the annual budget shall be considered in the next budget cycle, unless such request is deemed an emergency or provides a material benefit (i.e. grant matching funds or other similar items) that affects the operations of the City government.





# **CITY OF EMPORIA**

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## **Memorandum**

July 17, 2015

**TO:** The Honorable Mayor and City Council  
**FROM:** Brian S. Thrower, City Manager *BST*  
**SUBJECT:** Meherrin Regional Library – Funding Request from June 16, 2015 Meeting  
**ITEM #:** 15-60

During your June 16, 2015 meeting, Polly Duffey, Meherrin Regional Library System Director, requested an additional \$414 over what was approved in your adopted FY16 budget in order to address the loss of federal funding.

### **Recommendation**

I do not recommend you approve this funding request given the fact this funding was not approved in your adopted FY16 budget. Approving this funding, in my opinion, would violate the Financial Policy Guidelines you adopted on October 21, 2014.

### **Attachments**

FY16 Budget Request – Meherrin Regional Library System  
Financial Policy Guidelines



# Meherrin Regional Library System

Serving Brunswick, Greensville and Emporia • [www.meherrinlib.org](http://www.meherrinlib.org)

January 21, 2015

Brian S. Thrower  
City Manager  
City of Emporia  
201 South Main Street  
Emporia, Virginia 23847

Dear Mr. Thrower:

Enclosed is the Meherrin Regional Library System budget request for FY16 (June 2015-July 2016). The Library appreciates the continued support of the City of Emporia and requests \$94,949.00 for FY16. This amount represents a slight increase of \$414.00 over the amount appropriated FY15.

We are requesting \$94,949.00 so the Library can continue providing needed and valued services to our communities. Part of our funding request for this fiscal year addresses the loss of E-rate federal funding due to reductions regarding reimbursement for telephone service costs of 20% this coming fiscal year. The Library continues to provide City of Emporia residents with direct one-on-one help to people with such needs as position opportunities, job applications, resume assistance, veterans' benefits, economic assistance referrals, literacy assistance among many other varied research, information, or entertainment questions. Daily our library staff assist people to turn information into usable knowledge which assists them in their lives. We continue to offer enrichment opportunities to all ages for those who visit our facilities and our online website.

We seek your full support of requested funding so that together we can continue providing excellent services and educational resources to the City of Emporia.

Please contact me at 434-848-6899, ext. 305, email at [pduffey@meherrinlib.org](mailto:pduffey@meherrinlib.org) or you may also contact Susie Marston, Executive Manager, at 434-848-6899, ext. 302, email at [smarston@meherrinlib.org](mailto:smarston@meherrinlib.org) to request any additional information you may need.

Thank you for your support of the Meherrin Regional Library.

Sincerely,

A handwritten signature in black ink that reads "Polly J. Duffey". The signature is fluid and cursive, written over a white background.

Polly J. Duffey  
Library Director  
Meherrin Regional Library System

*A visionary leader of exemplary quality in all that we do.*

Library Administration • 133 W. Hicks Street • Lawrenceville, VA 23868 • 434-848-6899 • Fax: 434-848-6739  
Brunswick County Library • 133 W. Hicks Street • Lawrenceville, VA 23868 • 434-848-2418 • Fax: 434-848-4786  
William E. Richardson Jr. Memorial Library • 100 Spring Street • Emporia, VA 23847 • 434-634-2539 • Fax: 434-634-5489

## **PROGRAM AND AGENCY APPLICATION**

### **GENERAL INFORMATION**

**Name of Agency/Organization:** Meherrin Regional Library

**Contact Person:** Polly J. Duffey      **Title:** Director

**Mailing Address:** 133 W. Hicks Street, Lawrenceville, VA 23868

**Location (if different):**

**Telephone:** 434-848-6899 ext. 305      **Fax:** 434-848-6739

**E-mail address:** pduffey@meherrinlib.org

**Agency's Fiscal Year:** FY 16 (2015-2016)

**Audit Firm:** Creedle Jones & Algae, PC CPA

#### **A. MISSION**

**What is the overall problem or condition addressed by your agency?**

The mission of Meherrin Regional Library is to serve as an essential public resource, a treasury of knowledge, providing evolving information, promoting reading, lifelong learning, and enjoyment for all.

**Provide a brief summary of each program for which funding is requested.**

Programs for which funding is requested are library operations; to include public Programming, youth Summer Reading Program, Technology support, books and Electronic access materials, research materials, Public Computer access, library Staffing and care of the facilities.

**\*\*MRL Working Budget Draft FY 16 attached\*\***

**PROGRAM INFORMATION (Complete for each program funding is requested.)**

**Agency/Organization Name:** Meherrin Regional Library

**Name of Program:** Public Library

What need in the community does this fulfill? The needs the Library fulfills is that of providing education, literacy initiatives, Reader services, Reference and Research assistance, lifelong learning, communications assistance, technology and computers access and assistance, community meeting spaces, local history information, entertainment, and enjoyment. The Library serves people of all ages and is open to the public 45 hours per week.

**Who are the recipients of the service provided by this program?** Recipients of the services provided are the residents of the locality and visitors.

**Provide data that supports the need for this program.** Data that supports the needs are: People visits per month average; Borrowers; Research and general assistance transactions; The Role of the library is that of an information and communication center, People utilize information to lead productive lives, gain and maintain employment, gain life benefits, and evolve positively. The Library influences local economics, social, educational, and community development.

**B. EVALUATION**

**How will you know the program is successful? (Be specific on what is measured; how it is measured; and, what goals are set.)** The MRL Five Year Strategic Plan, 2015-2019 guides Library success. Measurements are defined through the Integrated Library System (LIS) and monthly statistical reports making clear usage indicators. The MRL Board of Trustees review all reports.

**Provide comments or explanations for goals and measures.** Explanations for goals and measurements can be seen in the attached MRL Five Year Strategic Plan 2015-2019.

**C. BUDGET**

**Name of Program:** Meherrin Regional Library

**Fees:** Fines, Lost Materials charges, photocopies, computer print-outs, faxes

Non-Resident fees, Inter-Library Loan (ILL) mailing charges.

**What fees are charged? Who is charged? How are fees determined? Fees charged are:**

\*Overdue materials fines: Ten cents per day

\*Lost/Damaged Materials charges; cost of material and \$3.00 processing fee.

\*Faxes: \$2.00 per 1<sup>st</sup> page and \$1.00 per page thereafter

\*Non-resident fee: \$20.00 per person annual charge.

\*ILL mailing charge: \$3.00 per item.

Fees are determined by the MRL Board of Trustees.

	<b>FY 2015 Current Year</b>	<b>FY 2016 Proposed</b>
<b>REVENUE SOURCES</b>		
Local: City of Emporia	\$ 94,535.04	\$ 94,949.04
County Greenville	\$111,022.00	\$111,436.00
Other (explain)	Attached Budget FY 15	Attached Budget FY 16
<b>EXPENDITURES</b>		
Personnel	\$446,749.49	\$446,749.49
Supplies	590.11	590.11
Equipment	885.00	685.00
Capital	0.00	0.00

If a budget increase is indicated above, show how you arrive at the amount. If the amount is due to inflation, show the inflation factor used.

**For all capital expenditures costing more than \$500.00, estimates/quotes must be attached.**

In submitting this application and upon receiving funding from the City of Emporia, I/we agree to adhere to the Funding Guidelines as set forth in this document.

Jan. 21, 2015  
Date

  
Authorized Signature

FY 2016 PROPOSED BUDGET

Receipts	Expenditures	(Grants/Endowm.)	Designated	Local Funds	State Aid	TOTAL
LOCAL GOVERNMENT INCOME	SALARIES (+ PRF activities)	Carryover				
Brunswick	\$ 101,000.00			\$ 314,483.43	\$ 31,187.50	\$ 345,670.93
Custodian Salary support Brunswick Co.	\$ 4,740.00					
Greenville	\$ 111,436.00					
Emporia	\$ 84,849.04					
<b>TOTAL LOCAL GOVT. INCOME</b>	\$ 391,637.04			\$ 47,520.00	\$ 21,148.70	\$ 68,668.70
				\$ 4,945.00	\$ 4,945.00	\$ 9,890.00
				\$ 22,508.81	\$ 3,274.14	\$ 25,782.95
				\$ 3,274.14	\$ 3,274.14	\$ 6,548.28
				\$ 1,023.31	\$ 1,023.31	\$ 2,046.62
				\$ 101,098.56	\$ 101,098.56	\$ 202,197.12
<b>TOTAL BENEFITS</b>	\$ 124,750.00			\$ 1,844.00	\$ 1,844.00	\$ 3,688.00
				\$ 843.00	\$ 843.00	\$ 1,686.00
<b>TOTAL PROGRAMS</b>	\$ 124,750.00	\$ 843.00	\$ 843.00	\$ 1,844.00	\$ 2,487.00	\$ 4,817.00
<b>OTHER LOCAL INCOME</b>						
Fees	\$ 9,900.00				\$ 6,020.00	\$ 15,920.00
Books	\$ 1,965.00				\$ 35,864.75	\$ 37,829.75
Equipment Rental	\$ 50.00				\$ 4,378.75	\$ 4,428.75
Periodicals	\$ 5,525.00				\$ 3,936.26	\$ 9,461.26
Donations	\$ 3,708.00				\$ 50,397.78	\$ 54,105.78
Lost or Damaged Books	\$ 5,150.00					
Computer Printouts	\$ 3,500.00					
Microfilm Printouts (BCU)	\$ 100.00					
Fees	\$ 12,000.00			\$ 5,050.00		\$ 17,050.00
Fees (ILL and Non-readers)	\$ 1,200.00			\$ 5,000.00	\$ 9,000.00	\$ 14,000.00
Federal E-rate	\$ 22,758.00			\$ 4,000.00		\$ 26,758.00
				\$ 4,500.00	\$ 4,400.22	\$ 8,900.22
				\$ 4,500.00	\$ 13,157.61	\$ 17,657.61
				\$ 4,500.00	\$ 2,000.00	\$ 6,500.00
<b>TOTAL OTHER LOCAL INCOME</b>	\$ 84,348.00			\$ 23,050.00	\$ 29,558.83	\$ 113,956.83
<b>TOTAL RECEIPTS</b>	\$ 542,734.04					
<b>RESERVE</b>	\$ 12,000.00					
CEF Fund (Spangler)	\$ 5,023.00			\$ 300.00	\$ 300.00	\$ 5,323.00
CYC Town of L'ville	\$ 643.00			\$ 60.00	\$ 50.00	\$ 693.00
				\$ 8,650.00	\$ 8,650.00	\$ 17,300.00
				\$ 1,500.00	\$ 2,500.00	\$ 4,000.00
				\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
				\$ 300.00	\$ 300.00	\$ 600.00
				\$ 200.00	\$ 200.00	\$ 400.00
				\$ 665.00	\$ 1,001.75	\$ 1,666.75
				\$ 590.11	\$ 7,578.16	\$ 8,168.27
				\$ 1,400.00	\$ 1,400.00	\$ 2,800.00
				\$ 1,639.16	\$ 3,515.00	\$ 5,154.16
				\$ 4,200.00	\$ 4,200.00	\$ 8,400.00
				\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
				\$ 5,000.00	\$ 5,000.00	\$ 10,000.00
				\$ 3,015.13	\$ 3,015.13	\$ 6,030.26
				\$ 5,023.05	\$ 5,023.05	\$ 10,046.10
<b>TOTAL OTHER</b>	\$ 5,623.65	\$ 5,623.65	\$ 5,623.65	\$ 29,579.40	\$ 14,604.91	\$ 49,757.96
<b>TOTAL EXPENDITURES</b>	\$ 601,002.04	\$ 601,002.04	\$ 601,002.04	\$ 489,985.39	\$ 124,750.00	\$ 614,735.39
<b>REC. less EXP</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total salaries FY 15-18  
\$ 448,749.49





# Meherrin Regional Library System

Serving Brunswick, Greenville and Emporia • [www.meherrinlib.org](http://www.meherrinlib.org)

## Five Year Strategic Plan 2015-2019

**Mission:** The mission of Meherrin Regional Library System is to serve as an essential public resource, a treasury of knowledge, providing evolving information, promoting reading, lifelong learning and enjoyment for all.

**Vision:** Meherrin Regional Library System bridges community learning, education, opportunity and enjoyment for all.

### Core Values:

- Integrity
- Diversity
- Equal Access
- Service
- Excellence
- Lifelong learning
- Growth and development
- Building relationships & partnerships
- Fun and enjoyment

### Roles:

- Reference Library
- Educational Support Center
- Popular Materials Library
- Preschooler's Door to Learning
- Resource & Depository for Local History & Genealogy Research

## FY 15 (2014-2015)

### Circulation/Adult Activities

**Goal:** Increase patron awareness of our offerings and material locations, as well as holidays, celebrations, and current events in an aesthetically pleasing and easy to understand format encouraging additional library use, learning, enrichment and enjoyment.

**Objective:** Update one new display option at each library as visibly evident in the library.

### Cataloging/Collection Development

**Goal:** Maintain a well-balanced collection which is easy to access, relevant and up to date in meeting patron needs.

**Objective:** Review all technical services functions as recorded in staff meeting minutes.

### Administration

**Goal:** Have viable tools to reference, following the organization's mission, vision and core values, with specific goals, objectives and direction guiding the organization as ever changing internal and external issues impact and shape the organization.

**Objective:** Keep all plans up to date as revealed in the Policy Manual.

### **Technology**

**Goal: Achieve technology needs following a systematic and logical approach utilizing library funds for maximum products and services in technology while meeting all state and E-rate requirements as well as staff and patron needs.**

**Objective: Maintain and implement annual Technology Plan.**

### **Children's and Youth Services**

**Goal: Create new learning opportunities for our youth and community participating in library offerings.**

**Objective: Develop a volunteer network for youth programming as recorded in volunteer manual and statistics.**

## **FY 16 (2015-2016)**

### **Circulation/Adult Activities**

**Goal: To balance staff job satisfaction, staff competencies while successfully meeting patron and library needs.**

**Objective: Review staffing assignments and library needs as recorded in job descriptions and leadership minutes.**

### **Cataloging/Collection Development**

**Goal: Maintain a well-balanced collection which is easy to access, relevant and up to date in meeting patron needs.**

**Objective: Review all technical services functions as recorded in the technical services monthly reports.**

### **Administration**

**Goal: Have viable tools to reference, following the organization's mission, vision and core values, with specific goals, objectives and direction guiding the organization as ever changing internal and external issues impact and shape the organization.**

**Objective: Keep all plans up to date as revealed in the Policy Manual.**

### **Technology**

**Goal: Achieve technology needs following a systematic and logical approach utilizing library funds for maximum products and services in technology while meeting all state and E-rate requirements as well as staff and patron needs.**

**Objective: Maintain and implement annual Technology Plan.**

### **Children's and Youth Service**

**Goal: Make sure it is working properly within the parameters of the volunteer program.**

**Objective: Evaluate the volunteer network for youth programming as measured with evaluation results recorded in the volunteer manual and recorded in leadership minutes.**

## **FY 17 (2016- 2017)**

### **Circulation/Adult Services**

**Goal: Keep the collection circulating, current, timely, concise, balanced and in good condition. Identify the meeting of collection development criteria and patron satisfaction.**

**Objective: Weed the Collection with progress measured in the library monthly reports and leadership minutes.**

#### **Cataloging/Collection Development**

**Goal: Efficiency, effectiveness, accuracy, and timeliness in cataloging and processing results in greater access and positive use of the library resources and services by patrons.**

**Objective: Complete a work force analysis of the department.**

#### **Administration**

**Goal: Have viable tools to reference, following the organization's mission, vision and core values, with specific goals, objectives and direction guiding the organization as ever changing internal and external issues impact and shape the organization.**

**Objective: Keep all plans up to date as revealed in the Policy Manual.**

#### **Technology**

**Goal: Achieve technology needs following a systematic and logical approach utilizing library funds for maximum products and services in technology while meeting all state and E-rate requirements as well as staff and patron needs.**

**Objective: Maintain and implement annual Technology Plan.**

#### **Children's and Youth Services**

**Goal: Give new and valued learning experiences plus skills to youth while further assisting them in their social and educational development.**

**Objective: Partner with a new organization to serve youth as publicized and recorded in library statistics.**

**Goal: Enhance the ease of access for staff, learning opportunities and offerings, program success, as well as enjoyment of reading to children and youth services.**

**Objective: Organize and define location of children's and youth services materials.**

### **FY 18 (2017- 2018)**

#### **Circulation/Adult Services**

**Goal: Increase patron awareness of our offerings and material locations, as well as holidays, celebrations, and current events in an aesthetically pleasing and easy to understand format encouraging additional library use, learning, enrichment and enjoyment.**

**Objective: Update and revise material/information presentations in both facilities.**

#### **Cataloging/Collection Development**

**Goal: Efficiency, effectiveness, accuracy, and timeliness in cataloging and processing results in greater access and positive use of the library resources and services by patrons.**

**Objective: Implement in the department the analysis results of 2016-2017.**

#### **Administration**

**Goal: Have viable tools to reference, following the organization's mission, vision and core values, with specific goals, objectives and direction guiding the organization as ever changing internal and external issues impact and shape the organization.**

**Objective: Keep all plans up to date as stated in MRLS Policy Manual and ensure compliance as necessary with MRLS Board of Trustees and Library of Virginia directives.**

## **Technology**

**Goal: Achieve technology needs following a systematic and logical approach utilizing library funds for maximum products and services in technology while meeting all state and E-rate requirements as well as staff and patron needs.**

**Objective: Maintain annual MRLS Technology Plan and ensure timely submission to MRLS Board of Trustees and the Library of Virginia.**

## **Children's and Youth Services**

**Goal: Enhance the ease of access for staff, learning opportunities and offerings, program success, as well as enjoyment of reading to children and youth services.**

**Objective: Replace technology as necessary according to the MRLS Technology Plan. Re-define children and youth services spaces and materials.**

# **FY 19 (2018- 2019)**

## **Public Services**

**Goal: Encourage literacy, the love of reading and lifelong learning by promoting the library as the community center for the development of young readers and lifelong learners of all ages.**

**Objective: Evaluate youth services' programming in relation to community interest and need; realign as necessary.**

**Objective: Investigate ways to increase the number of youth who participate in and complete the Summer Reading Program.**

**Objective: Identify appropriate staff training opportunities in reference and readers' advisory services.**

**Encourage staff members to take advantage of training opportunities which will enhance library services to lifelong learners and those who pursue reading for enjoyment.**

**Goal: Increase the ability of persons with disabilities to have access equity to library facilities, collections, and services.**

**Objective: Plan for and achieve funding for improvements in disability access at both locations. Entry door access should be improved.**

## **Collection Management**

**Goal: Enhance the collection of library materials to best meet the needs and expectations of library users.**

**Objective: Ensure library material acquisition is linked directly to patron demands and usage. Adapt acquisitions to statistical usage and changing media technologies.**

**Objective: Reduce service floor clutter by creating more open and visually appealing library displays and spaces. Link all material storage facilities with user driven need for shelf or floor spaces.**

**Objective: Increase library material acquisition to allow for those with eyesight or auditory needs better access to materials.**

## **Circulation/Customer Services**

**Goal: Achieve exceptional customer service every day in both libraries.**

**Objective: Increase staff development training to enhance customer service; provide a minimum of two customer service training sessions annually for all staff.**

**Objective: Investigate funding resources to increase staffing levels by the addition of one professional librarian position and additions to the part-time staffing levels.**

### **Marketing/Outreach/ Programming**

**Goal: Expand and enhance the role of the libraries as community gathering places.**

**Objective:** Review annual programming and publicity calendar events to adjust or realign as necessary. Strengthen library programs or participation in community programs which create or foster community interactions.

**Objective:** Investigate the provision of regular programs for senior citizens at both libraries.

**Objective:** Enhance interior spaces that offer the opportunity to read, work, gather and socialize.

**Goal: Develop an overall Library Marketing Plan.**

**Objective:** Investigate aspects for inclusion in a comprehensive marketing plan with plan targeted developmental areas.

**Objective:** Use library facilities as promotional tools; devote more floor space and prominent areas to the most popular items and activities.

### **Technology**

**Goal: Reach more people in more places through the library website and social network presence.**

**Objective:** Continue to develop and enhance the library's electronic branch, our website.

**Objective:** Investigate which social networking tools aid in users connecting to library resources and information.

**Objective:** Maintain library technology with up-to-date software and hardware. Ensure planned replacements are available as needed for optimal public service functions.

### **Administration**

**Goal: Continue to be good stewards of the public trust and resources.**

**Objective:** Update library policies and procedures with a customer service focus. Remove any unnecessary barriers to the resources and services of the library.

**Objective:** Separate procedures from policies and enclose internal library procedures in a separate accessible vehicle for ease of staff use and updating.

**Goal: Have viable tools to reference, following the organization's mission, vision and core values, with specific goals, objectives and direction guiding the organization as ever changing internal and external issues impact and shape the organization.**

**Objective:** Ensure implementation of MRLS logo and tagline on all public documents

**Objective:** Study administrative functions and formulate plans for streamlining functions as determined to be advantageous to library services.

**Objective:** Since employees who are compensated at a fair market value are more likely to perform at the high level of customer service the Library expects of its employees, investigate the provision of pay schedules and position classifications. These should be consistent with position level responsibilities and compensation at fair market rates.

Approved by Meherrin Regional Library Board of Trustees, May 14, 2014.

### 3. Budget Development Policies

1. The City will strive to maintain diversified and stable revenue streams to protect the government from problematic fluctuations in any single revenue source and provide stability to ongoing services.
2. Current revenues will fund current expenditures. One-time or other special revenues will not be used to finance continuing City operations but instead will be used for funding special projects.
3. The City will pursue an aggressive policy seeking the collection of delinquent utility, license, permit and other fees due to the City.
4. The City will prepare and annually update a long-range (5 year) financial forecast model utilizing trend indicators and projections of annual operating revenue, expenditures, capital improvements with related debt service and operating costs, and fund balance levels.
5. The City Manager and Director of Finance shall review expenditure and revenue projections quarterly and provide to City Council. The City Manager and Director of Finance will exercise appropriate fiscal management as necessary to live within the limits of the adopted budget. Budget requests after the budgetary process and adoption of the annual budget shall be considered in the next budget cycle, unless such request is deemed an emergency or provides a material benefit (i.e. grant matching funds or other similar items) that affects the operations of the City government.





# CITY OF EMPORIA

## Memorandum

July 17, 2015

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

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

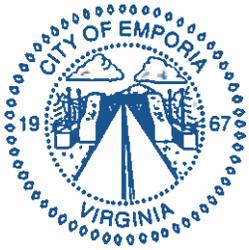
**SUBJECT:** Emporia-Greensville Habitat for Humanity – Request from June 16, 2015 Meeting

**ITEM #:** 15-61

During your June 16, 2015 meeting, Cornell Hines, representing the Emporia-Greensville Habitat for Humanity, requested the City waive development fees associated with the construction of Habitat's first home on Washington Street, which is part of the City's W. Atlantic Street Neighborhood Improvement Project.

### Recommendation

Given the fact that Habitat is the City's partner on the W. Atlantic Street Neighborhood Improvement Project, I recommend you approve waiving development fees associated with the construction of this home, as well as all other development fees for homes to be constructed in the future that are part of this project.



# CITY OF EMPORIA

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## MEMORANDUM

July 17, 2015

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

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

**SUBJECT:** Boards and Commission – Various Term Expirations

**ITEM:** 15-62

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

*Planning Commission* - On June 30, 2015 Mr. Edward V. Lankford, IV and Mr. Chris Thompson's four (4) year term on the City of Emporia's Planning Commission expired. Both have indicated that they wish to be considered for reappointment.

*Southside Virginia Education Center Board of Directors* - On July 1, 2015 Ms. Peggy Jones and Mr. Moe Ghassemi's three (3) year term on the Southside Virginia Education Center Board of Directors expired. Mr. Ghassemi has indicated that he does not wish to be considered for reappointment. Ms. Jones has indicated that she does wish to be considered for reappointment.

*Social Services Board* – On June 30, 2015 Mrs. Carolyn Carey (4) four year term on the Social Services Board expired. Mrs. Carey has indicated that she does wish to be considered for reappointment.

*Southside Community Criminal Justice Board* – On June 30, 2015 the two year term of Mr. William Robinson, III, Council Member F. Woodrow Harris and Dr. Angela Wilson on the Southside Community Criminal Justice Board expired. All have indicated that they do wish to be considered for reappointment.

### **Recommendation**

This information is provided to City Council for consideration.

### **Attachment**

*Current Southside Virginia Education Center Board of Directors Roster*

BST/tsw

SOUTHSIDE VIRGINIA EDUCATION CENTER  
BOARD OF DIRECTORS

*Board Created in 2006. Appointments/Changes in Appointments should be sent to Natalie Slate, Deputy County Administrator, County of Greensville, 1781 Greensville County Circle, Emporia, Virginia 23847*

Linda Stainback 502 Meherrin Street Emporia, Virginia 23847 (H) 434/634-3347	Business/Industry	07/01/2016
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SOUTHSIDE VIRGINIA EDUCATION CENTER  
BOARD OF DIRECTORS (Continued)

Peggy Jones 321 Oak Hill Drive Emporia, Virginia 23847 (H) 434/634-2639	Business/Industry	07/01/2015
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Moe Ghassemi Arby's of Emporia 109 Market Drive Emporia, Virginia 23847 (C) 434/637-3436	Business/Industry	07/01/2015
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Mary L. Person 304 South Turner Street Emporia, Virginia 23847 (H) 434/634-0380 (W) 434/949-7820	City Council Appointed	07/01/2017
--	------------------------	------------