

**MINUTES**  
**EMPORIA CITY COUNCIL**  
**CITY OF EMPORIA MUNICIPAL BUILDING**  
**June 15, 2010**

*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 15, 2010, at 7:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Jim Saunders, President of Council presided over the meeting with Councilwoman Carolyn S. Carey offering the invocation.

**ROLL CALL**

The following City Council members were present:

Councilman F. Woodrow Harris  
Councilman James C. Saunders  
Councilwoman Doris T. White  
Councilwoman Carolyn S. Carey  
Councilman Edward V. Lankford, IV  
Councilwoman L. Dale Temple

Others present:

C. Butler Barrett, City Attorney  
Brian S. Thrower, City Manger  
Steven B. Hall, Assistant City Manager  
Lori R. Jarratt, Interim City Clerk  
Tessie S. Wilkins, City Clerk  
W. S. Harris, Jr., Treasurer  
Joyce E. Prince, Commissioner of the Revenue

Absent: Samuel W. Adams, III, Mayor  
Councilman John R. White

**MINUTES APPROVAL**

Councilman Lankford moved to approve the minutes from the Tuesday, June 1, 2010 public hearing and regular meeting, as presented, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye

Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

## **APPROVAL OF BILLS**

A listing of the June 15, 2010 bills had been presented to City Council members.

General Fund	\$ 770,472.22
Utility Fund	\$ 57,766.96

Councilman Harris moved to approve payment of the bills presented. Councilwoman Temple seconded the motion which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

## **FINANCIAL AND TAX REPORT**

Honorable W.S. Harris, Jr., City Treasurer provided City Council members with highlights of the City's financial position. There were no questions regarding the 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 the report.

## **PERMIT AND INSPECTION REPORT**

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

## **POLICE REPORT**

Bernard Richardson, Chief of Police provided his report to City Council members. There were no questions regarding the report.

## **CITY SHERIFF REPORT**

Honorable Sam C. Brown, Sheriff provided is report to City Council members. There were no questions regarding the reports.

## **CITY ATTORNEY REPORT**

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

## **AGENDA APPROVAL**

Councilman Lankford moved to approve the agenda as presented, seconded by Councilwoman White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

## **NEW BUSINESS**

### ***10-50. Proposed FY11 Utility and General Fund Budgets***

Mr. Thrower stated that in preparing the proposed FY11 General and Utility Fund Budgets has been even more challenging than last year given increased revenue reductions from the Commonwealth of Virginia, further Stagnation of the economy, and projected declines in tax revenues. He also stated that the staff estimates the Commonwealth has cut its funding to the city of Emporia by \$177,256 over the last three fiscal years. He further stated that much of these cuts have been in the form of compensation board reimbursement reductions impacting our constitutional offices, as well as in the form of reductions in 599 funding which support police department operations and overall public safety.

Mr. Thrower advised that the Southside Regional Jail (SSRJ) funding is also expected to be severely cut by the Commonwealth. He also advised that in total, it is estimated that the SSRJ will realize approximately \$330,200 in funding cuts from the Commonwealth in FY11. He further advised it will also be required to pay the Commonwealth an additional \$118,000 as part of the \$60 million reduction in aid to localities state budget package. He stated that this totals \$448,200 in state revenue reductions for SSRJ operations.

Mr. Thrower stated the City of Emporia contributes nearly 60% to the local portion of jail revenues. He also stated that Greensville County makes up the other 40%. He further stated any state cuts significantly impact the SSRJ budget and, in turn, requires the City of Emporia and Greensville County to make up a sizeable portion of the difference. He advised that the City's share of jail expenses will increase by \$57,926 in FY11. He also advised that this relatively minimal increase is attributed to spending cuts absorbed by the SSRJ. He further advised that over the last three fiscal years the City and County's jail contributions have risen from \$1,080,000 in FY09 to \$1,485,539 in FY11. He stated that containing jail costs, to the extent possible, will continue to be a high priority heading into the future.

Mr. Thrower stated that given the lack of clear consensus at the City Council Retreat in early April, he did not include any revenue enhancements or new revenue streams in his proposed FY11 budget. He also stated that he expect further declines in state revenues and rising expenses heading into the future, particularly as it relates to jail costs, school expenditures, and needed economic and community development initiatives outlined in the City's Comprehensive Plan that

will enhance quality of life in Emporia and facilitate business recruitment. He further stated that the fact that City of Emporia is ranked 1<sup>st</sup> out of all localities in the state in terms of fiscal stress highlights the reality of the financial burdens our community is facing. He advised that in light of the Commonwealth's antiquated tax structure, statutory limits placed on localities in terms of raising revenue, and further declines in state funding, the City will have no choice but to primarily look at raising the real property tax rate and cutting expenditures to external agencies and organizations heading into the future.

Mr. Thrower stated that after reviewing and discussing his proposed budget with Council throughout several work session, Council's proposed FY11 General Fund Budget stands at \$15,681,747. He also stated that this is a decrease of \$123,255 over the adopted FY10 budget of \$15,805,002. He further stated that departmental and external organization requests totaled \$16,171,060.

He stated that highlights of the proposed FY11 General Fund budget include:

### **Revenues**

- No tax or fee increases.
- No new taxes or fees.
- Decrease in state funding revenues of \$66,147 (does not include jail cuts).
- Decrease in projected sales, business license, lodging, and communication sales tax revenues.
- Increase in projected meals tax revenue.

### **Expenditures**

- No proposed COLA or merit increases for employees. The last pay increase for City employees was December 2008.
- Eliminating /freezing of 3 General Fund Positions including:
  - Elimination of 1 Billing Clerk position in the Treasurer's Office.
  - 1 Police Dispatcher kept vacant and unfunded.
  - 1 Motor Pool Mechanic Helper kept vacant and unfunded.
- Conversion of 2 part-time custodian positions to 1 full-time position.
- 5% across the board reductions to civic and community organizations, as well as decreased funding to the Emporia-Greenville IDC and no funding to the Emporia Downtown Development Association.
- Greensville County School System to be level funded by the City and County. City's actual expense will decrease \$12,953 due to the funding formula.
- Increased City contribution of \$57,926 to the Southside Regional Jail.
- Purchase of 2 new police vehicles through USDA Rural Development funding.
- \$121,500 grant match for the S. Main Street Enhancement Project.
- A decrease of \$109,709 in debt service expense.
- Transfer of 25% of the City Treasurer's salary to the Utility Fund from General Fund.
- Transfer of 50% of the Deputy City Treasurer's salary to the Utility Fund from the General Fund.

## Utility Fund Budget

Mr. Thrower advised that after reviewing and discussing his proposed Utility Fund budget with Council over several work sessions, Council's recommended FY11 Utility Fund budget stands at \$2,889,200. He also advised that this is an increase of \$120,500 over the adopted FY10 budget of \$2,768,700. He further advised that departmental requests for this budget totaled \$3,553,301. He stated that over the next year, the water treatment plant and distribution line upgrade project will continue to be a high priority for the City. He also stated that should the City be granted funding for these improvements, water rates will need to be increased to cover debt service and meet funding requirements.

Mr. Thrower stated that highlights of the proposed FY11 Utility Fund budget include:

### Revenues

- A 1% increase in water and sewer rates.
- Decreases in projected water and sewer tap revenues.
- Appropriated Utility Fund Balance revenue of \$121,500.

### Expenditures

- No proposed COLA or merit increases for employees.
- 1 Water Treatment Plant Operator Trainee position unfunded and kept vacant.
- A decrease of \$85,752 in debt service expense.
- Transfer of 25% of the City Treasurer's salary to the Utility Fund from the General Fund.
- Transfer of 50% of the Deputy City Treasurer's salary to the Utility Fund from the General Fund.
- Replacement of two bleach tanks at \$8,000.
- Water tank maintenance contract net increased expense of \$36,324.
- Replacement of a 1997 Lumina with a Ford Escape at \$19,000.
- Replacement of a deteriorated metal shed at \$4,000.
- Included an operating/capital reserve line item of \$50,000 to be used for unexpected expenses such as machinery and equipment breakdowns.
- Appropriated Utility Fund Balance transfer of \$121,500 to the General Fund to be used as the grant match for the S. Main Street Enhancement project.

He recommended Council adopt the General and Utility Fund budget ordinances.

Councilman Harris made a motion to approve the proposed FY11 General and Utility Fund budgets and ordinances 10-25 thru 10-28 as related to the budgets, seconded by Councilwoman Temple which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye

Councilwoman L. Dale Temple aye

Councilman Harris wants to commend the City Manager and Finance Director for an outstanding job they did with this difficult budget year.

**10-51. Boards and Commission – Various Term Expirations**

Mr. Thrower stated that the City of Emporia has several members on its Boards and Commissions whose terms will expire soon, which were as follows:

**Mosquito Control Commission** – On June 30, 2010 Doris T. White’s four (4) year term on the City of Emporia’s Mosquito Control Commission will expire. Ms. White has indicated that she does wish to be considered for reappointment

**Planning Commission** – On June 30, 2010 Mr. Woodrow L. Bryant, Jr, and Mr. John Barrows’ four (4) year term on the City of Emporia’s Planning Commission will expire. Both have indicated that they wish to be considered for reappointment.

**District 19 Community Services Board** – On June 30, 2010 Mr. George W. Pugh’s three (3) year term on the District 19 Community Services Board will expire. Mr. Pugh has indicated that he does wish to be considered for reappointment.

**Meherrin Regional Library Board of Trustees** – On June 30, 2010 Mr. F. Woodrow Harris’ (4) four year term on the Meherrin Regional Library Board of Trustees will expire. Mr. Harris has indicated that he does not wish to be considered for reappointment.

**Social Services Board** – On June 30, 2010 Mr. John R. White’s (4) four year term on the Social Services Board will expire. Mr. White has indicated that he does wish to be considered for reappointment.

**Southside Regional Jail Authority Board** – On June 30, 2010 Mr. Samuel W. Adams, Mayor, Mr. Brian S. Thrower, City Manager and Bernard Richardson, Chief of Police (4) four year term on the Southside Regional Jail Authority Board will expire.

Councilman Harris moved to approve reappointment of all individuals to their respective positions on each board, and to nominate Marva Dunn to a (4) four year term on the Meherrin Regional Library Board of Trustees. He stated that Ms. Dunn was willing to accept the appointment, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

President Saunders congratulated Ms. Marva Dunn on her appointment.

**10-52. 2010 Fourth of July Fireworks Display – Resolution**

Mr. Thrower stated that the City’s Administration has 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.

Councilman Harris moved to approve Resolution No. **10-10** authorizing the display of fireworks as requested, seconded by Councilman Lankford, IV which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

**PUBLIC COMMENT**

Councilman Saunders asked if anyone wished to bring a matter before City Council members adhering to the three minute time limitation.

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

**\*\*\*Closed Session\*\*\***

Councilwoman White moved that Closed Session be entered for the purpose of discussing Virginia Code §2.2-3711(A) (3) **Discussion of the disposition of publicly held real property.** Councilman Lankford seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilman Edward V. Lankford, IV	aye
Councilwoman L. Dale Temple	aye

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

Councilman Harris 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 C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye

Councilman Edward V. Lankford, IV      aye  
Councilwoman L. Dale Temple      aye

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Councilman Harris made the motion to authorize the City Manager to advertise for a public hearing to be held at the Tuesday, July 6<sup>th</sup> Council Meeting to sell the current Farmers Market properties, otherwise known as Tax Map number 162-A-103; the motion was seconded by Councilwoman Temple.

Councilman F. Woodrow Harris      aye  
Councilman James C. Saunders      aye  
Councilwoman Doris T. White      aye  
Councilwoman Carolyn S. Carey      aye  
Councilman Edward V. Lankford, IV      aye  
Councilwoman L. Dale Temple      aye

**CERTIFICATION**

Councilman Harris moved to certify the following:

1. only public business matters 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 C. Saunders      aye  
Councilwoman Doris T. White      aye  
Councilwoman Carolyn S. Carey      aye  
Councilman Edward V. Lankford, IV      aye  
Councilwoman L. Dale Temple      aye

**ADJOURNMENT**

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

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James C. Saunders, President of  
Council

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Tessie S. Wilkins, City Clerk