

CITY OF EMPORIA

PUBLIC HEARING

- 1. Proposed FY14 General and Utility Fund Budgets**
- 2. Sanitation Code Amendments**

AGENDA
EMPORIA CITY COUNCIL
Regular Meeting
TUESDAY, June 4, 2013 - 6:30 P.M.

OPENING PRAYER

ROLL CALL

APPROVAL OF MINUTES

May 21, 2013 ~ Regular Minutes

APPROVAL OF AGENDA

NEW BUSINESS

- 13-27. Sanitation Code Amendments - Request to Approve Ordinance
- 13-28. Belfield Business District Revitalization Project - Request to Adopt Documents
- 13-29. Enterprise Zone Incentives - Request to Conduct a Public Hearing
- 13-30. July 2, 2013 Meeting - Request to Cancel
- 13-31. Civic Center Foundation - Expiration of Six Month Extension

PUBLIC COMMENT

CLOSED SESSION

Closed Meeting pursuant to Virginia Code § 2.2 3711 (A) (5) Discussion concerning a prospective business or industry where no previous announcement has been made and (A) (7) Legal matter requiring the advice of counsel pertaining to social services funding.

MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
May 21, 2013

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, May 21, 2013 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 Rev. G. W. Pugh offering the invocation.

ROLL CALL

The following City Council members were present:

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

Others present: Mary L. Person, Mayor
C. Butler Barrett, City Attorney
Brian S. Thrower, City Manger
Tessie S. Wilkins, City Clerk
W. S. Harris, Jr., Treasurer
Joyce E. Prince, Commissioner of the Revenue
Ken Ryals, Emergency Service Coordinator
Don Wyatt, Chief of Police

MINUTES APPROVAL

Councilwoman Temple moved to approve the minutes from the Tuesday, May 7, 2013, City Council Regular meeting minutes as presented, seconded by Councilwoman White, which passed as follows:

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

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

APPROVAL OF BILLS

A listing of the May 21, 2013 bills was presented to City Council members.

General Fund	\$	880,354.82
Utility Fund	\$	273,022.38

Councilwoman Mercer moved to approve the May 21, 2013 bills as presented, seconded by Councilwoman Temple, which passed as follows:

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

Don Wyatt, 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 Lynch, which passed as follows:

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

NEW BUSINESS

13-24. City of Emporia Emergency Operations Plan – Request to Adopt Resolution

Mr. Thrower reported that the Virginia Code § 44-146.19 requires each locality to conduct a comprehensive review and revision of its emergency operations plan every four years to ensure that the plan remains current. He stated that the revised plan must be formally adopted by the locality's governing body.

Councilman Ewing made a motion to adopt **Resolution No. 13-04** approving revisions to the City's Emergency Operations Plan and adopting the same, seconded by Councilwoman Temple, which passed as follows:

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

13-25. Community Health Advocacy Team – Presentation by Kristin Vaughn, Chairperson

Mr. Thrower stated that Kristin Vaughn, Chairperson of the Community Health Advocacy Team (CHAT) was in attendance to brief Council on CHAT's activities.

Kristin Vaughn, Chairperson of the Community Health Advocacy Team (CHAT) stated that the team is a collaborative network of community members, leaders, and organizations. She also stated that the Community Health Advocacy Team has adopted its mission statement, "A collaborative network of community members, leaders and organizations whose purpose is to identify health needs and to provide mobile resources to address those needs." She further stated that the group has completed a strategic plan and the outcome directs the group toward two areas of interest, which is chronic disease and healthy birth outcomes. She stated that the CHAT has

made wonderful progress over the past two years and she look forwards to working with Council as the CHAT advances into the future.

No action taken by Council.

13-26. Sanitation Code Amendments – Request to Authorize a Public Hearing

Mr. Thrower reported that at the Council Retreat and during recent budget work sessions, he is recommending several amendments to the City’s sanitation collection and billing system. He stated that the major recommended amendments and clarifications include:

- ❖ Multifamily dwellings – The occupant of each unit shall be charged the \$20.50 per month sanitation fee regardless of the type of disposal and collection method utilized on the premises, i.e. use of dumpsters or trash receptacles.
- ❖ Commercial establishments – Businesses, industries, civic organizations, public agencies, non-profits, and any other non-residential customer shall pay \$5.00 per cubic yard for sanitation service when utilizing a dumpster. Those entities using an individual trash receptacle shall be charged the \$20.50 per month sanitation fee.
- ❖ Multiple trash receptacles - Any customer (residential or commercial) issued more than one trash receptacle shall be charged an additional \$5 per receptacle per month over the monthly base fee of \$20.50, regardless of actual use. This shall apply to both current and future customers. For example, if a customer is issued two receptacles, his/her monthly sanitation fee would be \$25.50.
- ❖ The City maintains the authority to determine the type of disposal and collection method to be utilized at each property or by each customer, i.e. use of dumpsters or trash receptacles.

He recommended that Council authorize conducting a public hearing at the June 4, 2013 meeting to consider the aforementioned amendments to the sanitation code. He stated that if Council should approve the code amendments at the June 4, 2013 meeting, the changes would become effective on July 1, 2013.

Councilman Ewing made a motion to authorize conducting a public hearing at the June 4, 2013 meeting to consider the aforementioned amendments to the sanitation code, seconded by Councilwoman Temple, which passed as follows:

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

Mayor Person presented a resolution of distinguished recognition to Mr. Lamonte Ridley.

PUBLIC COMMENT

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

Rev. G. W. Pugh, 730 Halifax Street, addressed Council asking if the City would consider funding the Habitat of Humanity build there 8th home. He also had concerns that the community does not know the services offer by District 19 located in Emporia.

Willie Taylor, 204 Lowground Road, addressed Council on behalf of Robinson Cab services inquiring why they were told to pull up the flowers and stop cutting the grass at an empty lot next to them owned by the City.

Mr. Thrower stated that the lot is privately owned and permission is needed to cut the grass and plant flowers there.

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) (1) a personnel matter involving the job assignments and salary or compensation of a specific employee and (A) (29) concerning a contract for water supply where public discussion of the terms or scope of the contract would affect our bargaining position or negotiating strategy, seconded by Councilwoman Carey, which passed as follows:

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

*****Regular Session*****

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

CERTIFICATION

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

Councilwoman White made the motion to approve an annual stipend in the amount of \$1,800 to be paid to the City Clerk in recognition of her additional job assignment of assisting the Treasurer's Office with utility billing and collections functions on a continual basis. Furthermore, the City Clerk's work in the Treasurer's Office shall not exceed sixteen hour per month, unless approved by City Council or the City Manager. It is further understood that City Clerk responsibilities take precedent over assisting the Treasurer's Office with utility billing and collections functions and that the City Clerk has flexibility to adjust her work schedule in the Treasurer's office in order to meet her primary job duties as City Clerk. The annual stipend and additional job assignment shall be reviewed by City Council each fiscal year during the budget development process, Councilwoman Carey seconded the motion, which passed as follows:

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

ADJOURNMENT

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

Mary L. Person, Mayor

Tessie S. Wilkins, City Clerk



CITY OF EMPORIA

Memorandum

May 31, 2013

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager
SUBJECT: Proposed FY14 General and Utility Fund Budgets

General Fund Budget

After reviewing and discussing the proposed budget over several work sessions, your FY14 General Fund budget totals \$19,996,298, which includes a two cent real property tax increase. Departmental and external organization requests total \$20,985,465. My recommended budget totals \$20,206,841.

Existing City initiatives including the S. Main Street project, W. Atlantic Street Neighborhood Improvement project, Farmers Market Trailhead project, Citizens National Bank Building project, and E. Atlantic Reconstruction project are all included in the proposed budget. New initiatives to facilitate economic development related activities include acquisition of property, as well as implementation of Façade Improvement Grant and Business Incubation Grant programs to support our recent Enterprise Zone designation.

Utility Fund Budget

Your FY14 Utility Fund budget stands at \$15,256,892. Departmental requests for this budget total \$15,198,045. My recommended budget also totals \$15,256,892.

Per USDA Rural Development funding guidelines associated with the Water Treatment Plant and Distribution System Upgrade project and to re-coup declines in water revenue, water rates will be significantly increased in FY14. There is no proposal to increase sewer rates.

The proposed FY14 water rates are as follows:

FY13 Water Rates		Proposed FY14 Water Rates	
Minimum 2,000 gallons	\$14.77	Minimum 2,000 gallons	\$17.66 – 19.6%
Next 48,000/1,000	\$ 5.45	Next 48,000/1,000	\$ 7.90 – 45.0%
Over 50,000/1,000	\$ 4.16	Over 50,000/1,000	\$ 4.98 – 19.6%

Recommendation

The proposed budgets will be on your June 18, 2013 agenda for formal consideration. No formal action is needed at tonight's meeting.

Attachments

Proposed FY14 General and Utility Fund Budgets
Proposed Changes to the FY14 Budgets

GENERAL FUND REVENUE ESTIMATES									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
DESCRIPTION									
Local Revenues									
General Property Taxes									
Current Real Estate	2,913,000	2,768,320	2,956,850	2,825,420	3,313,097	3,313,097	3,028,099	2.4%	Increase rate to \$.85/100
Delinquent Real Estate	35,000	212,692	98,000	145,100	0	0	0	-100.0%	
Public Service	120,000	156,479	156,479	173,064	173,064	173,064	173,064	10.6%	
Personal Property - Motor Vehicles/Other	890,000	975,760	890,000	975,000	975,000	975,000	975,000	9.6%	
Personal Property - Machinery & Tools	295,000	192,488	295,000	175,000	175,000	175,000	175,000	-40.7%	
Delinquent Personal Property	25,000	124,631	50,000	116,930	120,000	120,000	120,000	140.0%	
Penalties	35,000	45,080	35,000	35,000	35,000	35,000	35,000	0.0%	
Interest	16,000	35,609	20,000	20,000	20,000	20,000	20,000	0.0%	
<i>Total</i>	4,329,000	4,511,059	4,501,329	4,465,514	4,811,161	4,811,161	4,526,163	0.6%	
Other Local Taxes									
Sales Tax	1,405,000	1,452,370	1,375,000	1,352,000	1,400,000	1,400,000	1,400,000	1.8%	
Utility Tax	395,000	400,817	395,000	395,800	395,000	395,000	395,000	0.0%	
Business License Tax	705,000	733,506	720,000	720,000	720,000	720,000	720,000	0.0%	
Motor Vehicle Licenses	80,000	120,583	100,000	115,000	115,000	115,000	115,000	15.0%	
Bank Stock Tax	105,000	120,626	105,000	120,000	120,000	120,000	120,000	14.3%	
Recordation/Grantors	15,000	29,708	15,000	29,200	25,000	25,000	25,000	66.7%	
Lodging Tax	835,000	1,009,087	885,000	972,790	1,000,000	1,000,000	1,000,000	13.0%	
Meals Tax	1,595,000	1,724,075	1,635,000	1,645,300	1,669,000	1,669,000	1,669,000	2.1%	
Communication Sales Tax	280,000	268,191	260,000	276,800	275,000	275,000	275,000	5.8%	
<i>Total</i>	5,415,000	5,858,963	5,490,000	5,626,890	5,719,000	5,719,000	5,719,000	4.2%	
Licenses and Permits									
Animal Tags	2,800	2,500	2,400	2,420	2,400	2,400	2,400	0.0%	
Planning and Zoning Permits	5,300	5,115	6,000	4,000	4,000	4,000	4,000	-33.3%	
Building Permits	30,000	62,041	35,000	38,200	35,000	35,000	35,000	0.0%	
Other Permits	600	995	600	500	500	500	500	-16.7%	
<i>Total</i>	38,700	70,651	44,000	45,120	41,900	41,900	41,900	-4.8%	
Fines and Forfeitures									
Court Fines	950,000	1,072,951	1,043,113	1,118,300	1,100,000	1,100,000	1,100,000	5.5%	Diversion of local fines to the state
Parking Fines	0	50	0	55	0	0	0	#DIV/0!	
Drug Forfeitures	10,000	58,274	10,000	38,800	10,000	10,000	10,000	0.0%	
Interest from the County	5,800	5,399	4,000	5,390	5,000	5,000	5,000	25.0%	
Courthouse Maintenance Fee	33,000	28,710	30,000	27,500	27,000	27,000	27,000	-10.0%	
Courthouse Security Fee	150,000	136,681	140,000	136,400	135,000	135,000	135,000	-3.6%	

General Fund Revenue Estimates - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Fines and Forfeitures - Continued									
Jail Admission Fees	2,500	2,223	1,800	2,400	2,000	2,000	2,000	11.1%	
<i>Total</i>	1,151,300	1,304,288	1,228,913	1,328,845	1,279,000	1,279,000	1,279,000	4.1%	
Use of Money and Property									
Interest Earned	35,000	27,285	30,000	30,500	30,000	30,000	30,000	0.0%	
Rental/Lease of Property	0	0	0	0	14,025	14,025	14,025	#DIV/0!	6 mos. bank building rent
<i>Total</i>	35,000	27,285	30,000	30,500	44,025	44,025	44,025	46.8%	
Charges for Services									
Law Library	4,000	2,668	3,000	3,045	3,100	3,100	3,100	3.3%	
Fire Protection	135,154	133,729	122,192	120,000	120,000	120,000	120,000	-1.8%	
Animal Control	50	508	300	0	0	0	0	-100.0%	
Waste Collection	725,200	719,944	789,000	788,800	785,000	785,000	791,000	0.3%	
Weed Cutting/Demolition	3,500	60,791	3,500	4,690	3,500	3,500	3,500	0.0%	
Health Services Refund	2,000	3,596	0	3,041	0	0	0	#DIV/0!	
Miscellaneous	0	461	0	0	0	0	0	#DIV/0!	
<i>Total</i>	869,904	921,697	917,992	919,576	911,600	911,600	917,600	0.0%	
Miscellaneous Revenue									
Gifts and Donations	49,000	49,000	1,900	24,088	0	0	0	-100.0%	
Sale of Materials & Supplies	1,000	2,084	1,000	1,600	1,000	1,000	1,000	0.0%	
Sale of Property & Land	0	4,000	0	8,385	0	0	0	#DIV/0!	
Insurance Refunds	0	328,738	0	0	0	0	0	#DIV/0!	
Miscellaneous	1,500	1,975	1,500	6,200	1,500	1,500	1,500	0.0%	
Recovered Cost - BC/BS - Retirees	19,600	22,011	23,493	24,175	25,148	25,148	25,148	7.0%	
Recovered Cost - Tax Collection	30,000	31,992	30,000	29,580	29,000	29,000	29,000	-3.3%	
Capital Credit Refund	75	112	80	0	0	0	0	-100.0%	
Credit/Debit Card Fees	1,000	2,559	3,000	3,200	3,200	3,200	3,200	6.7%	
Owner Contribution - W. Atlantic St.	3,846	3,000	0	0	0	0	0	#DIV/0!	
VMLP Grant	4,000	4,000	3,971	3,971	4,000	4,000	4,000	0.7%	
Interest on Delinquent Accounts	0	65,203	0	157	0	0	0	#DIV/0!	
<i>Total</i>	110,021	514,674	64,944	101,356	63,848	63,848	63,848	-1.7%	
Recovered Costs									
Recovered Cost - County	63,968	73,302	45,000	47,900	46,000	46,000	46,000	2.2%	
Recovered Cost - Vendors	3,000	4,416	3,500	4,363	4,000	4,000	4,000	14.3%	
Recycled Materials	12,000	20,559	16,000	17,000	16,000	16,000	16,000	0.0%	
Recovered Cost - ERHA	7,700	7,700	0	0	0	0	0	#DIV/0!	
E&S and Stormwater Plan Reviews	0	0	0	0	20,000	20,000	20,000	#DIV/0!	
<i>Total</i>	86,668	105,977	64,500	69,263	86,000	86,000	86,000	33.3%	
Local Revenues Totals									
	12,035,593	13,314,594	12,341,678	12,587,064	12,956,534	12,956,534	12,677,536	2.7%	
Non-categorical State Aid									
Recordation Tax	7,000	7,492	8,483	7,924	8,513	8,513	8,513	0.4%	
Railroad Rolling Stock Tax	10,000	10,348	10,000	12,139	10,000	10,000	10,000	0.0%	

General Fund Revenue Estimates - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Non-categorical State Aid - Continued									
PPTRA	570,319	570,320	570,319	570,319	570,319	570,319	570,319	0.0%	
Auto Rental Tax	15,000	31,925	20,000	30,000	30,000	30,000	30,000	50.0%	
<i>Total</i>	602,319	620,085	608,802	620,382	618,832	618,832	618,832	1.6%	
Shared Expenses - Local Offices									
Sheriff	137,204	132,181	139,752	139,752	142,137	142,137	142,137	1.7%	
Commissioner of the Revenue	61,622	61,582	61,125	60,385	63,981	63,981	63,981	4.7%	
Treasurer	61,310	59,204	60,625	58,400	64,463	64,463	64,463	6.3%	
Registrar/Electoral Board	26,965	32,168	26,965	25,650	28,232	28,232	28,232	4.7%	
<i>Total</i>	287,101	285,135	288,467	284,187	298,813	298,813	298,813	3.6%	
Categorical State Aid									
Victim Witness	58,386	56,304	59,496	59,496	59,496	59,496	59,496	0.0%	Includes funding of \$2,878 from Co. of Greens.
Assistance to Localities - HB 599	205,671	194,223	195,601	195,601	205,671	205,671	205,671	5.1%	
Juvenile Justice	96,176	99,458	93,819	93,819	93,819	93,819	93,819	0.0%	
Sexual Assault Grant	46,397	46,397	46,397	46,397	47,789	47,789	47,789	3.0%	
DMV Highway Safety Grant	16,977	16,928	16,521	15,469	0	0	0	-100.0%	
DOJ Bulletproof Vest Grant	0	1,616	0	334	0	0	0	#DIV/0!	
E-911 - Wireless Board	45,000	62,666	60,000	66,400	210,000	210,000	210,000	250.0%	Includes E911 Equipment grant of \$150,000
DOJ Justice Assistance Grant (JAG)	9,999	9,999	9,999	9,999	0	0	0	-100.0%	
DOJ COPS Grant	47,735	32,299	28,192	28,192	0	0	0	-100.0%	
Fire Programs	36,072	24,002	16,000	16,000	0	0	0	-100.0%	
Emergency Services	14,635	4,350	14,619	14,619	5,000	5,000	5,000	-65.8%	
Street Maintenance	967,530	1,003,443	1,003,440	1,022,575	1,043,026	1,043,026	1,043,026	3.9%	
Litter Control	5,000	5,000	7,216	7,216	0	0	0	-100.0%	
Family Violence Prevention Program	64,000	64,291	64,000	108,650	108,650	108,650	108,650	69.8%	
Family Violence/Sexual Assault Grant	56,000	55,074	70,000	0	0	0	0	-100.0%	
Arts Grant	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0.0%	
DGIF Public Boating Access Grant	0	0	0	0	10,000	10,000	10,000	#DIV/0!	
Education (State Sales Tax)	953,376	953,376	1,005,434	989,385	1,013,043	1,013,043	1,013,043	0.8%	
VDEM Generator Hookup Grant	0	0	0	0	0	0	55,860	#DIV/0!	
VDEM Reimbursement - Hurricane Irene	0	63,580	0	0	0	0	0	#DIV/0!	
<i>Total</i>	2,627,954	2,698,006	2,695,734	2,679,152	2,801,494	2,801,494	2,857,354	6.0%	
Non-categorical Federal Aid									
TEA-21 Grant	704,436	153,849	851,596	320,193	781,606	781,606	781,606	-8.2%	
DHCD - West Atlantic Street Project	661,596	321,270	982,882	336,618	500,000	500,000	500,000	-49.1%	
DHCD - Belfield Business District Project	35,000	3,000	35,000	28,500	3,500	3,500	3,500	-90.0%	
VDOT - East Atlantic Street Project	0	15,428	256,870	8,157	444,086	444,086	444,086	72.9%	
<i>Total</i>	1,401,032	493,547	2,126,348	693,468	1,729,192	1,729,192	1,729,192	-18.7%	
Categorical Federal Aid									
USDA Rural Dev. Grant - Vehicles	25,000	25,000	0	0	0	0	0	#DIV/0!	
U S Dept. of Homeland Security Grant	173,212	164,800	0	0	0	0	0	#DIV/0!	
FEMA Reimbursement - Hurricane Irene	0	190,741	0	0	0	0	0	#DIV/0!	
<i>Total</i>	198,212	380,541	0	0	0	0	0	#DIV/0!	
Intergovernmental Revenues Totals	5,116,618	4,477,314	5,719,351	4,277,189	5,448,331	5,448,331	5,504,191	-3.8%	

General Fund Revenue Estimates - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Non-Revenue Receipts									
Witness Reimbursement - State	0	590	0	465	0	0	0	#DIV/0!	
Proceeds from Bond Issue	0	0	1,733,500	1,411,398	615,115	615,115	615,115	-64.5%	\$210,000 boating access, \$200,000 animal shelter,
Proceeds from Capital Leases	0	0	60,000	60,166	0	253,293	194,793	224.7%	\$215,115 E. Atlantic
Proceeds from Loan	960,160	923,047	0	0	560,100	560,100	0	#DIV/0!	
Appropriated Fund Balance	1,044,614	0	628,187	0	185,000	185,000	816,195	29.9%	Includes funds from prior year for demolition (\$70K),
Transfer in from Utility Fund	<u>197,095</u>	<u>198,870</u>	<u>185,421</u>	<u>185,421</u>	<u>188,468</u>	<u>188,468</u>	<u>188,468</u>	1.6%	ERHA (\$105K), & ED professional services (\$10K)
<i>Total</i>	2,201,869	1,122,507	2,607,108	1,657,450	1,548,683	1,801,976	1,814,571	-30.4%	
Grand Totals	19,354,080	18,914,415	20,668,137	18,521,703	19,953,548	20,206,841	19,996,298	-3.3%	

General Fund Expenditure Summary									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Description									
City Council	174,591	168,411	179,022	174,539	168,768	174,948	168,648	-5.8%	
City Manager	270,986	270,055	293,558	289,568	319,393	319,393	307,893	4.9%	
City Attorney	48,970	39,017	48,870	46,855	48,900	48,900	48,900	0.1%	
Finance	198,921	194,373	200,766	200,481	204,656	204,386	204,386	1.8%	
Treasurer	94,255	91,225	100,377	99,859	104,381	101,781	101,781	1.4%	
Commissioner of Revenue	203,463	201,152	210,610	210,524	214,723	213,623	213,623	1.4%	
Assessor	41,428	40,118	40,009	39,993	43,847	41,547	41,547	3.8%	
General Registrar	90,183	78,312	81,780	75,395	78,512	78,433	78,433	-4.1%	
Police	2,823,066	2,690,290	3,041,347	2,945,067	3,131,565	3,157,051	3,128,051	2.9%	
Fire	1,196,559	1,009,642	355,899	235,997	212,699	212,699	217,645	-38.8%	
Emergency Services	559,896	368,546	54,841	41,654	87,913	52,513	96,313	75.6%	
Facilities Management	346,500	248,515	209,735	169,526	443,420	394,420	394,420	88.1%	
Courts	2,092,365	1,995,204	2,445,642	2,414,089	2,498,877	2,498,877	2,534,329	3.6%	
Sheriff	228,971	215,576	240,240	236,158	278,542	252,992	252,992	5.3%	
Public Works	2,465,189	2,383,987	2,309,052	2,023,783	2,995,694	2,954,696	2,896,196	25.4%	
Health and Social Services	503,683	490,266	490,631	489,207	486,438	438,713	438,713	-10.6%	
Education	4,317,874	4,074,264	4,261,208	4,245,159	4,902,586	4,486,595	4,443,358	4.3%	
Library	92,535	92,535	92,535	92,535	95,312	92,535	92,535	0.0%	
Community Development/Planning	2,104,985	1,058,442	2,929,579	1,305,442	2,555,141	2,321,421	2,221,421	-24.2%	
Economic Development	452,400	188,017	2,043,090	1,512,495	866,960	839,910	836,910	-59.0%	
Airport	91,919	60,000	60,000	60,000	122,200	92,200	92,200	53.7%	
Parks and Recreation	111,049	111,049	109,549	110,549	137,284	110,549	112,649	2.8%	
Arts and Culture	19,436	19,436	13,500	13,500	28,500	13,500	13,500	0.0%	
Extension Service	26,060	15,901	17,438	23,841	29,161	26,256	26,256	50.6%	
Civic and Community Organizations	26,995	26,995	20,520	20,520	39,715	20,520	20,520	0.0%	
Non-Departmental	771,801	689,526	818,339	752,228	890,278	1,058,383	1,013,079	23.8%	
Total General Fund Expenditures	19,354,080	16,820,854	20,668,137	17,828,964	20,985,465	20,206,841	19,996,298	-3.3%	

City Council									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	29,856	29,971	31,898	31,893	24,218	24,218	24,218	-24.1%	Transferred 25% of salary to Utility Fund
Boards and Commissions	<u>59,400</u>	<u>59,400</u>	<u>59,400</u>	<u>59,400</u>	<u>59,400</u>	<u>59,400</u>	<u>59,400</u>	0.0%	
<i>Total</i>	89,256	89,371	91,298	91,293	83,618	83,618	83,618	-8.4%	
Fringe Benefits									
FICA	6,874	6,821	6,985	6,984	6,397	6,397	6,397	-8.4%	
VRS and Life Insurance	4,610	4,610	4,544	4,543	3,449	3,449	3,449	-24.1%	
Medical Insurance	9,608	9,608	10,000	9,999	9,617	9,617	9,617	-3.8%	
Worker's Compensation	145	(51)	45	44	37	37	37	-17.8%	
Employee Bonus	<u>598</u>	<u>597</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	21,835	21,585	21,574	21,570	19,500	19,500	19,500	-9.6%	
Contractual Services									
Accounting and Auditing Services	24,500	24,054	27,000	22,500	26,500	26,500	26,500	-1.9%	
Repairs and Maintenance	800	144	800	800	800	800	800	0.0%	
Maintenance Service Contracts	1,500	1,575	1,500	1,500	1,500	1,230	1,230	-18.0%	
Printing and Binding	5,000	4,295	5,000	5,000	5,000	5,000	5,000	0.0%	
Advertising	<u>3,000</u>	<u>1,879</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	0.0%	
<i>Total</i>	34,800	31,947	37,300	32,800	36,800	36,530	36,530	-2.1%	
Communications									
Postage	200	99	200	200	200	200	200	0.0%	
Messenger Services	0	0	0	6	0	0	0	#DIV/0!	
Telecommunications	<u>6,500</u>	<u>7,669</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	0.0%	
<i>Total</i>	6,700	7,768	6,700	6,706	6,700	6,700	6,700	0.0%	
Travel									
Mileage and Other Transportation Costs	1,000	1,005	1,000	1,000	1,000	1,000	1,000	0.0%	
Subsistence and Lodging	4,500	1,036	4,500	4,500	4,500	4,500	4,500	0.0%	
Convention and Education	<u>6,500</u>	<u>6,914</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	0.0%	
<i>Total</i>	12,000	8,955	12,000	12,000	12,000	12,000	12,000	0.0%	
Miscellaneous									
Dues and Memberships	4,000	3,848	4,150	4,150	4,150	11,050	4,750	14.5%	Increase in VML dues & VA First Cities membership
Virginia Institute of Government	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>0</u>	-100.0%	Included in Dues and Memberships line
<i>Total</i>	4,500	4,348	4,650	4,650	4,650	11,050	4,750	2.2%	
Materials and Supplies									
Office Supplies	2,000	1,712	2,000	2,000	2,000	2,000	2,000	0.0%	
Books and Subscriptions	300	0	300	300	300	300	300	0.0%	
Other Operating Supplies	<u>800</u>	<u>578</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>	<u>800</u>	0.0%	
<i>Total</i>	3,100	2,290	3,100	3,100	3,100	3,100	3,100	0.0%	

City Council - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital/Equipment									
EDP Equipment	<u>2,400</u>	<u>2,147</u>	<u>2,400</u>	<u>2,420</u>	<u>2,400</u>	<u>2,450</u>	<u>2,450</u>	2.1%	
<i>Total</i>	2,400	2,147	2,400	2,420	2,400	2,450	2,450	2.1%	
Total City Council	174,591	168,411	179,022	174,539	168,768	174,948	168,648	-5.8%	

City Manager									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>124,286</u>	<u>124,249</u>	<u>146,674</u>	<u>146,222</u>	<u>148,476</u>	<u>148,476</u>	<u>148,476</u>	1.2%	
<i>Total</i>	124,286	124,249	146,674	146,222	148,476	148,476	148,476	1.2%	
Fringe Benefits									
FICA	11,748	11,678	11,222	11,186	11,359	11,359	11,359	1.2%	
VRS and Life Insurance	19,232	19,232	20,888	20,886	21,143	21,143	21,143	1.2%	
Medical Insurance	20,356	20,356	21,200	21,200	23,316	23,316	23,316	10.0%	
Worker's Compensation	199	199	234	250	193	193	193	-17.5%	
Manager's Deferred Compensation	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0.0%	
Manager's Life Insurance	2,230	2,250	2,300	2,327	2,406	2,406	2,406	4.6%	
Manager's Vehicle Allowance	7,200	7,200	7,200	7,200	7,200	7,200	7,200	0.0%	
Manager's Cell Phone Allowance	0	0	0	250	600	600	600	#DIV/0!	
Tuition Assistance	0	0	1,500	0	1,500	1,500	1,500	0.0%	
Employee Bonus	<u>7,091</u>	<u>7,091</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	71,056	71,006	67,544	66,299	70,717	70,717	70,717	4.7%	
Contractual Services									
Professional Health Services	0	0	0	0	9,000	9,000	9,000	#DIV/0!	
Professional Services	5,800	5,826	9,000	9,000	16,000	16,000	4,500	-50.0%	
Repairs and Maintenance	500	989	500	500	500	500	500	0.0%	
Maintenance Service Contracts	5,620	4,822	5,620	5,620	5,350	5,350	5,350	-4.8%	
Printing and Binding	0	0	500	300	500	500	500	0.0%	
Advertising	<u>14,908</u>	<u>14,937</u>	<u>11,000</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>	<u>12,500</u>	13.6%	
<i>Total</i>	26,828	26,574	26,620	27,920	43,850	43,850	32,350	21.5%	
Communications									
Postage	1,200	1,208	1,200	600	1,200	1,200	1,200	0.0%	
Messenger Services	500	289	500	75	250	250	250	-50.0%	
Telecommunications	4,964	4,527	7,250	6,600	6,600	6,600	6,600	-9.0%	
Web site hosting	<u>300</u>	<u>300</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	0.0%	
<i>Total</i>	6,964	6,324	9,450	7,775	8,550	8,550	8,550	-9.5%	
Travel									
Mileage and Other Transportation Costs	0	22	100	0	100	100	100	0.0%	
Subsistence and Lodging	500	403	1,500	500	1,500	1,500	1,500	0.0%	
Convention and Education	<u>5,350</u>	<u>5,050</u>	<u>5,350</u>	<u>5,000</u>	<u>6,850</u>	<u>6,850</u>	<u>6,850</u>	28.0%	
<i>Total</i>	5,850	5,475	6,950	5,500	8,450	8,450	8,450	21.6%	
Miscellaneous									
Dues and Memberships	1,920	1,919	2,320	2,300	2,500	2,500	2,500	7.8%	
Employee Holiday Bonus	11,900	11,871	12,000	11,977	12,000	12,000	12,000	0.0%	
Employee Appreciation	<u>14,848</u>	<u>14,847</u>	<u>15,000</u>	<u>15,000</u>	<u>17,500</u>	<u>17,500</u>	<u>17,500</u>	16.7%	
<i>Total</i>	28,668	28,637	29,320	29,277	32,000	32,000	32,000	9.1%	

City Manager - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	3,500	3,010	4,500	4,500	4,500	4,500	4,500	0.0%	
Books and Subscriptions	600	377	600	600	600	600	600	0.0%	
Other Operating Supplies	0	900	0	40	750	750	750	#DIV/0!	
<i>Total</i>	4,100	4,287	5,100	5,140	5,850	5,850	5,850	14.7%	
Capital/Equipment									
Furniture and Fixtures	1,734	1,734	0	0	0	0	0	#DIV/0!	
EDP Equipment	1,500	1,769	1,900	1,435	1,500	1,500	1,500	-21.1%	
<i>Total</i>	3,234	3,503	1,900	1,435	1,500	1,500	1,500	-21.1%	
Total City Manager	270,986	270,055	293,558	289,568	319,393	319,393	307,893	4.9%	

Legal Services									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Salaries and Wages									
City Attorney Retainer	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	0.0%	
<i>Total</i>	7,000	7,000	7,000	7,000	7,000	7,000	7,000	0.0%	
Contractual Services									
Professional Services	<u>40,000</u>	<u>30,290</u>	<u>40,000</u>	<u>38,000</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>	0.0%	
<i>Total</i>	40,000	30,290	40,000	38,000	40,000	40,000	40,000	0.0%	
Travel									
Convention and Education	<u>1,500</u>	<u>1,302</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	<u>1,400</u>	0.0%	
<i>Total</i>	1,500	1,302	1,400	1,400	1,400	1,400	1,400	0.0%	
Miscellaneous									
Dues and Memberships	<u>270</u>	<u>270</u>	<u>270</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	11.1%	
<i>Total</i>	270	270	270	300	300	300	300	11.1%	
Materials and Supplies									
Books and Subscriptions	<u>200</u>	<u>155</u>	<u>200</u>	<u>155</u>	<u>200</u>	<u>200</u>	<u>200</u>	0.0%	
<i>Total</i>	200	155	200	155	200	200	200	0.0%	
Total Legal Services	48,970	39,017	48,870	46,855	48,900	48,900	48,900	0.1%	

Finance									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>135,452</u>	<u>135,195</u>	<u>140,123</u>	<u>139,816</u>	<u>141,846</u>	<u>141,846</u>	<u>141,846</u>	1.2%	
<i>Total</i>	135,452	135,195	140,123	139,816	141,846	141,846	141,846	1.2%	
Fringe Benefits									
FICA	10,564	10,500	10,721	10,696	10,852	10,852	10,852	1.2%	
VRS and Life Insurance	20,787	20,573	19,955	19,910	20,199	20,199	20,199	1.2%	
Medical Insurance	14,813	14,412	15,000	14,999	16,486	16,486	16,486	9.9%	
Worker's Compensation	197	188	197	202	163	163	163	-17.3%	
Employee Bonus	<u>2,638</u>	<u>2,637</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	48,999	48,310	45,873	45,807	47,700	47,700	47,700	4.0%	
Contractual Services									
Repairs and Maintenance	220	84	220	247	250	250	250	13.6%	
Maintenance Service Contracts	<u>1,500</u>	<u>1,635</u>	<u>1,500</u>	<u>1,700</u>	<u>1,750</u>	<u>1,480</u>	<u>1,480</u>	-1.3%	
<i>Total</i>	1,720	1,719	1,720	1,947	2,000	1,730	1,730	0.6%	
Communications									
Postage	1,400	1,446	1,400	1,600	1,600	1,600	1,600	14.3%	
Messenger Services	25	0	25	6	25	25	25	0.0%	
Telecommunications	<u>550</u>	<u>555</u>	<u>550</u>	<u>547</u>	<u>575</u>	<u>575</u>	<u>575</u>	4.5%	
<i>Total</i>	1,975	2,001	1,975	2,153	2,200	2,200	2,200	11.4%	
Travel									
Mileage and Other Transportation Costs	550	48	550	415	400	400	400	-27.3%	
Convention and Education	<u>4,400</u>	<u>1,153</u>	<u>4,400</u>	<u>4,150</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	-65.9%	
<i>Total</i>	4,950	1,201	4,950	4,565	1,900	1,900	1,900	-61.6%	
Miscellaneous									
Dues and Memberships	<u>500</u>	<u>205</u>	<u>500</u>	<u>205</u>	<u>250</u>	<u>250</u>	<u>250</u>	-50.0%	
<i>Total</i>	500	205	500	205	250	250	250	-50.0%	
Materials and Supplies									
Office Supplies	3,700	4,292	4,000	4,200	4,300	4,300	4,300	7.5%	
Books and Subscriptions	<u>125</u>	<u>90</u>	<u>125</u>	<u>100</u>	<u>310</u>	<u>310</u>	<u>310</u>	148.0%	Includes \$160 for new "Blue Book"
<i>Total</i>	3,825	4,382	4,125	4,300	4,610	4,610	4,610	11.8%	
Capital/Equipment									
Furniture & Fixtures	0	0	0	0	2,500	2,500	2,500	#DIV/0!	Cross cut commercial paper shredder
EDP Equipment	<u>1,500</u>	<u>1,360</u>	<u>1,500</u>	<u>1,688</u>	<u>1,650</u>	<u>1,650</u>	<u>1,650</u>	10.0%	Replace 1 desktop computer & printer
<i>Total</i>	1,500	1,360	1,500	1,688	4,150	4,150	4,150	176.7%	
Total Finance	198,921	194,373	200,766	200,481	204,656	204,386	204,386	1.8%	

Treasurer									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>53,531</u>	<u>53,165</u>	<u>57,191</u>	<u>57,180</u>	<u>57,894</u>	<u>57,894</u>	<u>57,894</u>	1.2%	
<i>Total</i>	53,531	53,165	57,191	57,180	57,894	57,894	57,894	1.2%	
Fringe Benefits									
FICA	4,178	4,244	4,376	4,374	4,429	4,429	4,429	1.2%	
VRS and Life Insurance	8,266	8,265	8,145	8,144	8,245	8,245	8,245	1.2%	
Medical Insurance	4,804	4,804	5,000	5,000	5,496	5,496	5,496	9.9%	
Worker's Compensation	105	62	80	66	82	82	82	2.5%	
Employee Bonus	<u>1,071</u>	<u>1,071</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	18,424	18,446	17,601	17,584	18,252	18,252	18,252	3.7%	
Contractual Services									
Repairs and Maintenance	400	85	400	400	400	400	400	0.0%	
Maintenance Service Contracts	825	1,310	1,760	1,760	1,760	1,760	1,760	0.0%	
Printing and Binding	475	0	475	475	475	475	475	0.0%	
Advertising	<u>2,000</u>	<u>1,764</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	0.0%	
<i>Total</i>	3,700	3,159	4,635	4,635	4,635	4,635	4,635	0.0%	
Communications									
Postage	3,900	3,266	4,200	4,200	4,200	4,200	4,200	0.0%	
Telecommunications	<u>4,700</u>	<u>4,019</u>	<u>4,700</u>	<u>4,700</u>	<u>4,700</u>	<u>4,500</u>	<u>4,500</u>	-4.3%	Request reimbursement of cell phone bill
<i>Total</i>	8,600	7,285	8,900	8,900	8,900	8,700	8,700	-2.2%	
Travel									
Mileage and Other Transportation Costs	250	221	300	300	1,200	300	300	0.0%	Request reinstatement of allowance of \$900
Convention and Education	<u>2,000</u>	<u>1,361</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	0.0%	
<i>Total</i>	2,250	1,582	2,300	2,300	3,200	2,300	2,300	0.0%	
Miscellaneous									
Dues and Memberships	800	755	800	800	800	800	800	0.0%	
Credit/Debit Card Fees	4,000	3,811	4,000	4,220	4,250	4,250	4,250	6.3%	
Bank Fees	<u>0</u>	<u>0</u>	<u>0</u>	<u>490</u>	<u>500</u>	<u>500</u>	<u>500</u>	#DIV/0!	
<i>Total</i>	4,800	4,566	4,800	5,510	5,550	5,550	5,550	15.6%	
Materials and Supplies									
Office Supplies	2,500	2,672	3,000	3,000	3,000	3,000	3,000	0.0%	
Merchandise for Resale	<u>450</u>	<u>350</u>	<u>450</u>	<u>450</u>	<u>450</u>	<u>450</u>	<u>450</u>	0.0%	
<i>Total</i>	2,950	3,022	3,450	3,450	3,450	3,450	3,450	0.0%	
Capital/Equipment									
Furniture & Fixtures	0	0	1,000	300	0	0	0	-100.0%	
EDP Equipment	<u>0</u>	<u>0</u>	<u>500</u>	<u>0</u>	<u>2,500</u>	<u>1,000</u>	<u>1,000</u>	100.0%	Desktop computer & LaserJet printer
<i>Total</i>	0	0	1,500	300	2,500	1,000	1,000	-33.3%	
Total Treasurer	94,255	91,225	100,377	99,859	104,381	101,781	101,781	1.4%	

Commissioner of Revenue									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	131,558	131,668	139,959	139,935	141,572	141,572	141,572	1.2%	Requested salary increase for Assessment Tech.
Part-time Wages	<u>10,660</u>	<u>10,677</u>	<u>10,847</u>	<u>10,401</u>	<u>10,981</u>	<u>10,981</u>	<u>10,981</u>	1.2%	(not shown in figures)
<i>Total</i>	142,218	142,345	150,806	150,336	152,553	152,553	152,553	1.2%	
Fringe Benefits									
FICA	11,086	10,608	11,538	11,501	11,671	11,671	11,671	1.2%	
VRS and Life Insurance	18,970	18,969	18,719	18,691	18,921	18,921	18,921	1.1%	
Medical Insurance	13,772	13,771	14,336	14,336	15,753	15,753	15,753	9.9%	
Worker's Compensation	213	199	211	210	175	175	175	-17.1%	
Employee Bonus	<u>2,704</u>	<u>2,704</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	46,745	46,251	44,804	44,738	46,520	46,520	46,520	3.8%	
Contractual Services									
Repairs and Maintenance	250	194	250	250	250	250	250	0.0%	
Printing and Binding	250	52	250	250	250	250	250	0.0%	
Advertising	<u>200</u>	<u>0</u>	<u>200</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	50.0%	
<i>Total</i>	700	246	700	800	800	800	800	14.3%	
Communications									
Postage	2,800	2,346	2,800	2,800	2,800	2,600	2,600	-7.1%	
Telecommunications	<u>3,600</u>	<u>2,984</u>	<u>3,600</u>	<u>3,600</u>	<u>3,600</u>	<u>3,200</u>	<u>3,200</u>	-11.1%	
<i>Total</i>	6,400	5,330	6,400	6,400	6,400	5,800	5,800	-9.4%	
Travel									
Mileage and Other Transportation Costs	200	191	200	200	200	200	200	0.0%	
Convention and Education	<u>2,500</u>	<u>1,786</u>	<u>2,500</u>	<u>2,800</u>	<u>3,000</u>	<u>2,500</u>	<u>2,500</u>	0.0%	
<i>Total</i>	2,700	1,977	2,700	3,000	3,200	2,700	2,700	0.0%	
Miscellaneous									
Dues and Memberships	<u>850</u>	<u>750</u>	<u>850</u>	<u>850</u>	<u>850</u>	<u>850</u>	<u>850</u>	0.0%	
<i>Total</i>	850	750	850	850	850	850	850	0.0%	
Materials and Supplies									
Office Supplies	2,500	2,423	3,000	3,000	3,000	3,000	3,000	0.0%	
Books and Subscriptions	<u>150</u>	<u>646</u>	<u>150</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	33.3%	
<i>Total</i>	2,650	3,069	3,150	3,200	3,200	3,200	3,200	1.6%	
Capital/Equipment									
EDP Equipment	<u>1,200</u>	<u>1,184</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	0.0%	Desktop computer
<i>Total</i>	1,200	1,184	1,200	1,200	1,200	1,200	1,200	0.0%	
Total Commissioner of Revenue	203,463	201,152	210,610	210,524	214,723	213,623	213,623	1.4%	

Assessor									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	8,445	8,477	9,023	9,021	9,134	9,134	9,134	1.2%	Requested salary increase
Board of Equalization	200	0	0	0	200	200	200	#DIV/0!	(not shown in figures)
<i>Total</i>	8,645	8,477	9,023	9,021	9,334	9,334	9,334	3.4%	
Fringe Benefits									
FICA	660	565	691	690	699	699	699	1.2%	
VRS and Life Insurance	1,304	1,304	1,286	1,285	1,301	1,301	1,301	1.2%	
Medical Insurance	1,388	1,388	1,446	1,445	1,588	1,588	1,588	9.8%	
Worker's Compensation	12	12	13	12	10	10	10	-23.1%	
Employee Bonus	169	169	0	0	0	0	0	#DIV/0!	
<i>Total</i>	3,533	3,438	3,436	3,432	3,598	3,598	3,598	4.7%	
Contractual Services									
Professional Services	21,500	21,470	21,500	21,500	23,000	21,500	21,500	0.0%	
Repairs and Maintenance	100	0	100	100	100	100	100	0.0%	
Maintenance Service Contracts	2,300	2,200	2,300	2,300	2,300	2,300	2,300	0.0%	
Advertising	1,100	537	500	501	650	650	650	30.0%	Reassessment
<i>Total</i>	25,000	24,207	24,400	24,401	26,050	24,550	24,550	0.6%	
Communications									
Postage	872	867	100	100	1,600	1,000	1,000	900.0%	Reassessment
Telecommunications	300	275	300	300	300	300	300	0.0%	
<i>Total</i>	1,172	1,142	400	400	1,900	1,300	1,300	225.0%	
Travel									
Mileage and Other Transportation Costs	300	222	300	300	300	300	300	0.0%	
Convention and Education	1,128	1,025	1,000	1,000	1,200	1,000	1,000	0.0%	
<i>Total</i>	1,428	1,247	1,300	1,300	1,500	1,300	1,300	0.0%	
Miscellaneous									
Dues and Memberships	200	175	200	175	200	200	200	0.0%	
<i>Total</i>	200	175	200	175	200	200	200	0.0%	
Materials and Supplies									
Office Supplies	1,200	1,184	1,000	1,000	1,000	1,000	1,000	0.0%	
Books and Subscriptions	250	248	250	264	265	265	265	6.0%	
<i>Total</i>	1,450	1,432	1,250	1,264	1,265	1,265	1,265	1.2%	
Total Assessor	41,428	40,118	40,009	39,993	43,847	41,547	41,547	3.8%	

General Registrar									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	33,246	33,277	33,246	33,246	34,243	34,254	34,254	3.0%	
Part-time Wages	6,800	6,125	7,123	8,084	8,000	8,000	8,000	12.3%	
Boards & Commissions	5,514	5,514	5,514	4,014	4,134	4,015	4,015	-27.2%	
Poll Workers	13,125	10,825	12,000	8,750	9,000	9,000	9,000	-25.0%	Requested increase from \$10 to \$15 for training
<i>Total</i>	58,685	55,741	57,883	54,094	55,377	55,269	55,269	-4.5%	
Fringe Benefits									
FICA	3,543	3,494	3,511	3,511	3,511	3,540	3,540	0.8%	
Worker's Compensation	69	59	60	50	48	48	48	-20.0%	
Employee Bonus	759	758	0	0	0	0	0	#DIV/0!	
<i>Total</i>	4,371	4,311	3,571	3,561	3,559	3,588	3,588	0.5%	
Contractual Services									
Repairs and Maintenance	250	852	350	200	350	350	350	0.0%	
Maintenance Service Contracts	18,000	10,021	12,000	12,000	12,000	12,000	12,000	0.0%	
Printing and Binding	3,200	2,608	3,200	2,500	2,500	2,500	2,500	-21.9%	
Advertising	350	370	350	250	300	300	300	-14.3%	
<i>Total</i>	21,800	13,851	15,900	14,950	15,150	15,150	15,150	-4.7%	
Communications									
Postage	1,336	605	800	800	800	800	800	0.0%	
Telecommunications	225	175	225	225	225	225	225	0.0%	
<i>Total</i>	1,561	780	1,025	1,025	1,025	1,025	1,025	0.0%	
Travel									
Convention and Education	700	707	600	300	600	600	600	0.0%	
<i>Total</i>	700	707	600	300	600	600	600	0.0%	
Miscellaneous									
Dues and Memberships	240	265	265	265	265	265	265	0.0%	
<i>Total</i>	240	265	265	265	265	265	265	0.0%	
Materials and Supplies									
Office Supplies	1,190	1,096	800	750	800	800	800	0.0%	
<i>Total</i>	1,190	1,096	800	750	800	800	800	0.0%	
Capital/Equipment									
Furniture & Fixtures	500	425	500	450	500	500	500	0.0%	
EDP Equipment	1,136	1,136	1,236	0	1,236	1,236	1,236	0.0%	Desktop computer (if needed)
<i>Total</i>	1,636	1,561	1,736	450	1,736	1,736	1,736	0.0%	
Total General Registrar	90,183	78,312	81,780	75,395	78,512	78,433	78,433	-4.1%	

Police - Administration, Dispatching and Patrol									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	1,366,962	1,325,255	1,489,760	1,443,233	1,507,167	1,508,657	1,508,657	1.3%	
Overtime - Regular	126,000	126,314	115,000	145,000	115,000	115,000	115,000	0.0%	
Overtime - Selective	250,000	222,051	235,000	229,700	235,000	235,000	235,000	0.0%	
Overtime - Dispatchers	20,000	14,112	20,000	19,600	20,000	20,000	20,000	0.0%	
<i>Total</i>	1,762,962	1,687,732	1,859,760	1,837,533	1,877,167	1,878,657	1,878,657	1.0%	
Fringe Benefits									
FICA	135,452	125,592	142,272	140,571	143,604	143,718	143,718	1.0%	
VRS and Life Insurance	215,074	202,476	212,142	202,154	214,621	214,833	214,833	1.3%	
Medical Insurance	170,213	158,150	172,949	162,450	188,355	188,355	188,355	8.9%	
Line of Duty Act	5,200	5,200	5,720	5,720	7,436	7,436	7,436	30.0%	
Worker's Compensation	42,280	36,085	45,799	39,991	45,286	45,286	45,286	-1.1%	
Employee Bonus	27,660	27,659	0	0	0	0	0	#DIV/0!	
<i>Total</i>	595,879	555,162	578,882	550,886	599,302	599,628	599,628	3.6%	
Contractual Services									
Professional Health Services	4,350	4,290	6,750	6,750	7,660	5,660	5,660	-16.1%	
Repairs and Maintenance	15,082	12,461	14,000	14,000	14,000	14,000	14,000	0.0%	
Maintenance Service Contracts	25,500	24,263	66,710	66,710	75,435	75,435	75,435	13.1%	
Printing and Binding	500	19	500	500	500	500	500	0.0%	
<i>Total</i>	45,432	41,033	87,960	87,960	97,595	95,595	95,595	8.7%	
Communications									
Postage	300	296	300	300	300	300	300	0.0%	
Messenger Service	200	84	200	200	200	200	200	0.0%	
Telecommunications	41,250	35,879	39,100	39,100	42,250	37,500	37,500	-4.1%	
<i>Total</i>	41,750	36,259	39,600	39,600	42,750	38,000	38,000	-4.0%	
Travel									
Convention and Education	11,900	12,002	11,000	11,000	18,000	15,000	11,000	0.0%	Request to obtain Forensic Science certification for 1 det.
<i>Total</i>	11,900	12,002	11,000	11,000	18,000	15,000	11,000	0.0%	
Miscellaneous									
Dues and Memberships	7,795	7,657	1,212	1,212	12,931	12,931	12,931	966.9%	Crater Police Academy
Special Operations	500	0	500	500	500	500	500	0.0%	
Drug Seizure Account Expenditures	10,000	0	100,100	89,127	10,000	10,000	10,000	-90.0%	
<i>Total</i>	18,295	7,657	101,812	90,839	23,431	23,431	23,431	-77.0%	

Police - Administration, Dispatching and Patrol - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	9,500	10,919	9,500	9,500	9,500	9,500	9,500	0.0%	
Vehicle and Power Equipment Supplies	125,414	132,396	150,000	120,000	150,000	150,000	150,000	0.0%	
Police Supplies	15,000	12,952	15,300	15,000	18,100	18,000	18,000	17.6%	
Uniforms and Wearing Apparel	12,000	12,958	12,000	12,000	12,000	12,000	12,000	0.0%	
Books and Subscriptions	973	668	2,500	2,500	3,800	2,500	2,500	0.0%	
Canine Supplies	0	0	250	250	600	600	600	140.0%	
Bike Patrol Supplies	350	320	350	350	350	350	350	0.0%	
Citizens Police Academy Supplies	500	632	1,500	500	500	500	500	-66.7%	
Community Youth Program	<u>1,000</u>	<u>968</u>	<u>1,500</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	-33.3%	
<i>Total</i>	164,737	171,813	192,900	161,100	195,850	194,450	194,450	0.8%	
Capital/Equipment									
Furniture and Fixtures	1,300	1,157	1,300	0	1,300	1,300	1,300	0.0%	
Communications Equipment	21,317	21,317	9,999	9,999	10,000	175,000	150,000	1400.2%	E911 equipment
Motor Vehicles and Equipment	60,000	60,449	60,000	60,000	120,000	60,000	60,000	0.0%	Finance for 3 years
EDP Equipment	18,120	16,433	15,000	15,000	78,100	7,900	7,900	-47.3%	Computers and mobile software
DMV Highway Safety Grant	<u>16,977</u>	<u>15,928</u>	<u>16,521</u>	<u>15,469</u>	<u>0</u>	<u>0</u>	<u>0</u>	-100.0%	
<i>Total</i>	117,714	115,284	102,820	100,468	209,400	244,200	219,200	113.2%	
Total Admin., Dispatching and Patrol	2,758,669	2,626,942	2,974,734	2,879,386	3,063,495	3,088,961	3,059,961	2.9%	

Police - Animal Control									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	29,440	29,454	31,453	31,447	31,839	31,839	31,839	1.2%	
Overtime	11,000	10,400	11,000	9,895	11,000	11,000	11,000	0.0%	
Part-time Wages	<u>3,467</u>	<u>3,169</u>	<u>3,528</u>	<u>2,969</u>	<u>3,570</u>	<u>3,570</u>	<u>3,570</u>	1.2%	
<i>Total</i>	43,907	43,023	45,981	44,311	46,409	46,409	46,409	0.9%	
Fringe Benefits									
FICA	3,407	3,300	3,518	3,390	3,551	3,551	3,551	0.9%	
VRS and Life Insurance	4,546	4,546	4,488	4,479	4,534	4,534	4,534	1.0%	
Medical Insurance	4,804	4,804	5,000	5,000	5,496	5,496	5,496	9.9%	
Worker's Compensation	592	922	1,376	1,851	1,330	1,330	1,330	-3.3%	
Employee Bonus	<u>641</u>	<u>640</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	13,990	14,212	14,382	14,720	14,911	14,911	14,911	3.7%	
Contractual Services									
Professional Health Services	<u>175</u>	<u>175</u>	<u>175</u>	<u>175</u>	<u>175</u>	<u>195</u>	<u>195</u>	11.4%	
<i>Total</i>	175	175	175	175	175	195	195	11.4%	
Communications									
Telecommunications	<u>400</u>	<u>367</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	0.0%	
<i>Total</i>	400	367	400	400	400	400	400	0.0%	
Travel									
Convention and Education	<u>1,200</u>	<u>457</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	0.0%	
<i>Total</i>	1,200	457	600	600	600	600	600	0.0%	
Miscellaneous									
Dues and Memberships	<u>100</u>	<u>95</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	0.0%	
<i>Total</i>	100	95	100	100	100	100	100	0.0%	
Materials and Supplies									
Office Supplies	25	6	25	25	25	25	25	0.0%	
Food Supplies	300	315	300	300	300	300	300	0.0%	
Agricultural Supplies	600	864	700	700	700	700	700	0.0%	
Medical and Lab Supplies	100	84	100	100	100	100	100	0.0%	
Housekeeping and Janitorial Supplies	500	523	0	500	500	500	500	#DIV/0!	
Repair and Maintenance Supplies	500	0	250	250	250	250	250	0.0%	
Vehicle and Power Equipment Supplies	2,000	2,837	3,000	3,000	3,000	3,000	3,000	0.0%	
Uniforms and Wearing Apparel	<u>500</u>	<u>390</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	0.0%	
<i>Total</i>	4,525	5,019	4,875	5,375	5,375	5,375	5,375	10.3%	

Police - Animal Control - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital/Equipment									
Machinery and Equipment	100	0	100	0	100	100	100	0.0%	
<i>Total</i>	100	0	100	0	100	100	100	0.0%	
Total Animal Control	64,397	63,348	66,613	65,681	68,070	68,090	68,090	2.2%	

Fire									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>33,257</u>	<u>27,886</u>	<u>28,535</u>	<u>28,530</u>	<u>28,886</u>	<u>28,886</u>	<u>28,886</u>	1.2%	Includes 15% of Custodian's salary
<i>Total</i>	33,257	27,886	28,535	28,530	28,886	28,886	28,886	1.2%	
Fringe Benefits									
FICA	2,790	2,119	2,184	2,183	2,210	2,210	2,210	1.2%	
VRS and Life Insurance	5,521	3,594	4,064	4,063	4,114	4,114	4,114	1.2%	
Medical Insurance	5,525	4,724	5,750	5,750	6,320	6,320	6,320	9.9%	
Line of Duty Act	4,050	3,975	4,121	4,121	6,048	6,048	6,048	46.8%	
Worker's Compensation	8,200	3,840	4,000	3,122	3,600	3,600	3,600	-10.0%	
Employee Bonus	<u>716</u>	<u>715</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	26,802	18,967	20,119	19,239	22,292	22,292	22,292	10.8%	
Contractual Services									
Professional Health Services	7,800	7,000	7,800	7,873	11,775	11,775	11,775	51.0%	Includes \$3,000 for drug/alcohol screening
Professional Services	750	0	750	0	750	750	750	0.0%	
Repairs and Maintenance	18,000	7,360	19,739	13,704	19,600	19,600	19,600	-0.7%	Includes \$1,600 for pump certifications
Maintenance Service Contracts	1,000	736	1,000	1,256	1,300	1,300	1,300	30.0%	
Laundry and Dry Cleaning	<u>350</u>	<u>32</u>	<u>350</u>	<u>0</u>	<u>350</u>	<u>350</u>	<u>350</u>	0.0%	
<i>Total</i>	27,900	15,128	29,639	22,833	33,775	33,775	33,775	14.0%	
Contributions to Firefighters									
Honorarium	25,000	25,000	25,000	25,000	25,000	25,000	25,000	0.0%	
PPT Reimbursement	<u>6,000</u>	<u>6,287</u>	<u>6,000</u>	<u>5,484</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>	0.0%	
<i>Total</i>	31,000	31,287	31,000	30,484	31,000	31,000	31,000	0.0%	
Utilities									
Electricity	11,000	11,699	8,500	10,475	11,000	11,000	11,000	29.4%	
Heating	<u>6,500</u>	<u>5,241</u>	<u>6,500</u>	<u>7,665</u>	<u>7,500</u>	<u>7,500</u>	<u>7,500</u>	15.4%	
<i>Total</i>	17,500	16,940	15,000	18,140	18,500	18,500	18,500	23.3%	
Communications									
Postage	50	12	0	0	0	0	0	#DIV/0!	
Telecommunications	<u>4,500</u>	<u>4,260</u>	<u>4,500</u>	<u>4,775</u>	<u>4,800</u>	<u>4,800</u>	<u>4,800</u>	6.7%	
<i>Total</i>	4,550	4,272	4,500	4,775	4,800	4,800	4,800	6.7%	
Insurance									
Motor Vehicle Insurance	11,079	9,600	9,600	11,946	11,946	11,946	8,456	-11.9%	
General Liability and Sickness	<u>8,000</u>	<u>6,193</u>	<u>6,200</u>	<u>8,348</u>	<u>8,400</u>	<u>8,400</u>	<u>8,316</u>	34.1%	
<i>Total</i>	19,079	15,793	15,800	20,294	20,346	20,346	16,772	6.2%	
Travel									
Convention and Education	<u>0</u>	<u>250</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	0	250	0	0	0	0	0	#DIV/0!	

Fire - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	300	389	300	399	400	400	400	33.3%	
Housekeeping and Janitorial Supplies	700	935	700	1,013	1,100	1,100	1,100	57.1%	
Repair & Maintenance Supplies	1,500	1,863	1,500	1,081	1,500	1,500	1,500	0.0%	
Vehicle and Power Equipment Supplies	23,000	17,278	23,000	18,100	23,000	23,000	23,000	0.0%	
Uniforms and Wearing Apparel	200	0	22,745	28,439	200	200	8,720	-61.7%	
Other Operating Supplies	25,000	7,959	25,000	12,500	25,000	25,000	25,000	0.0%	
Fire Program Fund Purchases	148,125	30,054	136,161	30,000	0	0	0	-100.0%	
Tools	<u>400</u>	<u>317</u>	<u>400</u>	<u>170</u>	<u>400</u>	<u>400</u>	<u>400</u>	0.0%	
<i>Total</i>	199,225	58,795	209,806	91,702	51,600	51,600	60,120	-71.3%	
Capital/Equipment									
Machinery and Equipment	1,500	202	1,500	0	1,500	1,500	1,500	0.0%	
Motor Vehicles and Equipment	815,776	812,120	0	0	0	0	0	#DIV/0!	
Fire Training Facility	<u>19,970</u>	<u>8,002</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	837,246	820,324	1,500	0	1,500	1,500	1,500	0.0%	
Total Fire	1,196,559	1,009,642	355,899	235,997	212,699	212,699	217,645	-38.8%	

Emergency Services and Risk Management									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Part-time Wages	14,560	14,623	14,835	12,760	14,997	14,997	14,997	1.1%	20 hrs/week
<i>Total</i>	14,560	14,623	14,835	12,760	14,997	14,997	14,997	1.1%	
Fringe Benefits									
FICA	1,136	1,141	1,136	976	1,148	1,148	1,148	1.1%	
Line of Duty Act	0	200	220	220	286	286	286	30.0%	
Worker's Compensation	21	4	21	20	17	17	17	-19.0%	
Employee Bonus	292	291	0	0	0	0	0	#DIV/0!	
<i>Total</i>	1,449	1,636	1,377	1,216	1,451	1,451	1,451	5.4%	
Contractual Services									
Repairs & Maintenance	0	918	0	5,000	5,000	0	0	#DIV/0!	
Maintenance Service Contracts	6,500	5,910	7,200	7,160	7,200	7,200	7,200	0.0%	
Printing and Binding	200	55	200	200	200	200	200	0.0%	
Advertising	0	0	0	188	200	200	200	#DIV/0!	
<i>Total</i>	6,700	6,883	7,400	12,548	12,600	7,600	7,600	2.7%	
Communications									
Postage	25	0	25	0	0	0	0	-100.0%	
Telecommunications	1,800	1,212	2,000	800	1,000	1,100	1,100	-45.0%	
<i>Total</i>	1,825	1,212	2,025	800	1,000	1,100	1,100	-45.7%	
Travel									
Convention and Education	500	325	500	0	250	250	250	-50.0%	
<i>Total</i>	500	325	500	0	250	250	250	-50.0%	
Miscellaneous									
Dues and Memberships	200	75	100	75	250	250	250	150.0%	
Hurricane Irene Expenses	350,000	172,766	0	0	0	0	0	#DIV/0!	
Chowan River Basin Flood Taskforce	0	0	6,915	6,915	6,915	6,915	6,915	0.0%	Stream gauges
Homeland Security Grant	173,212	164,800	0	0	0	0	0	#DIV/0!	
VDEM Grant	0	0	0	0	0	0	55,860	#DIV/0!	
VDEM Grant Match	0	0	15,000	0	15,000	15,000	2,940	-80.4%	Generator engineering & hook-up
<i>Total</i>	523,412	337,641	22,015	6,990	22,165	22,165	65,965	199.6%	
Materials and Supplies									
Office Supplies	300	321	300	300	200	200	200	-33.3%	
Vehicle and Power Equipment Supplies	1,500	1,204	2,000	1,500	2,000	1,500	1,500	-25.0%	
Other Operating Supplies	150	3	500	150	250	250	250	-50.0%	
<i>Total</i>	1,950	1,528	2,800	1,950	2,450	1,950	1,950	-30.4%	
Capital/Equipment									
Communications Equipment	6,000	2,111	3,889	5,390	3,000	3,000	3,000	-22.9%	
Motor Vehicles	0	0	0	0	30,000	0	0	#DIV/0!	Request to replace SUV
EDP Equipment	3,500	2,587	0	0	0	0	0	#DIV/0!	
<i>Total</i>	9,500	4,698	3,889	5,390	33,000	3,000	3,000	-22.9%	
Total Emer. Services and Risk Mgmt.	559,896	368,546	54,841	41,654	87,913	52,513	96,313	75.6%	

Facilities Management									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	15,875	15,949	16,961	16,957	17,169	17,169	17,169	1.2%	Includes 85% of Custodian's salary
<i>Total</i>	15,875	15,949	16,961	16,957	17,169	17,169	17,169	1.2%	Requested salary increase for Custodian (not shown in figures)
Fringe Benefits									
FICA	1,239	1,232	1,299	1,297	1,314	1,314	1,314	1.2%	
VRS and Life Insurance	2,452	2,451	2,416	2,415	2,445	2,445	2,445	1.2%	
Medical Insurance	4,084	4,083	4,250	4,250	4,671	4,671	4,671	9.9%	
Worker's Compensation	311	311	509	513	521	521	521	2.4%	
Employee Bonus	318	317	0	0	0	0	0	#DIV/0!	
<i>Total</i>	8,404	8,394	8,474	8,475	8,951	8,951	8,951	5.6%	
Contractual Services									
Professional Services	0	0	10,000	0	30,000	0	0	-100.0%	
Repairs and Maintenance	44,000	45,255	29,500	30,000	23,000	29,500	29,500	0.0%	
Maintenance Service Contracts	20,500	21,064	22,500	22,500	22,500	22,500	22,500	0.0%	
Advertising	188	188	500	250	500	500	500	0.0%	
Laundry and Dry Cleaning	1,300	1,470	1,500	1,500	1,500	1,500	1,500	0.0%	
<i>Total</i>	65,988	67,977	64,000	54,250	77,500	54,000	54,000	-15.6%	
Utilities									
Electricity	67,000	53,297	75,000	60,000	75,000	75,000	75,000	0.0%	Includes bank building
Heating	12,237	11,797	20,000	10,000	20,000	15,000	15,000	-25.0%	
<i>Total</i>	79,237	65,094	95,000	70,000	95,000	90,000	90,000	-5.3%	
Leases and Rentals									
Lease of Land	4,800	4,800	4,800	4,800	4,800	4,800	4,800	0.0%	Truck Driver Training Facility
<i>Total</i>	4,800	4,800	4,800	4,800	4,800	4,800	4,800	0.0%	
Materials and Supplies									
Housekeeping and Janitorial Supplies	12,000	7,271	12,500	8,500	10,000	12,500	12,500	0.0%	Includes bank building
Repair and Maintenance Supplies	3,000	2,175	5,000	3,500	5,000	4,000	4,000	-20.0%	
Vehicle and Power Equipment Supplies	0	0	0	44	0	0	0	#DIV/0!	
<i>Total</i>	15,000	9,446	17,500	12,044	15,000	16,500	16,500	-5.7%	
Capital/Equipment									
EDP Equipment	0	0	0	0	25,000	0	0	#DIV/0!	Municipal Building server
Animal Shelter Demo/New Building	0	0	0	0	200,000	200,000	200,000	#DIV/0!	
Gateway Entrance Sign	0	0	0	0	0	3,000	3,000	#DIV/0!	
EGRA Park Sign	2,000	0	3,000	3,000	0	0	0	-100.0%	
Bank Building	135,092	76,855	0	0	0	0	0	#DIV/0!	
Farmer's Market	20,104	0	0	0	0	0	0	#DIV/0!	
<i>Total</i>	157,196	76,855	3,000	3,000	225,000	203,000	203,000	6666.7%	
Total Facilities Management	346,500	248,515	209,735	169,526	443,420	394,420	394,420	88.1%	

Courts and Other Related Shared Services									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
County of Greenville Administrative Fees	50,000	50,000	50,000	50,000	50,000	50,000	50,000	0.0%	
Circuit Court	26,986	26,986	24,299	24,299	24,728	24,728	24,728	1.8%	
Buildings and Grounds	207,975	207,975	201,259	201,259	229,326	229,326	229,326	13.9%	
Circuit Court Clerk	20,176	20,176	23,320	23,320	22,694	22,694	22,694	-2.7%	
Commonwealth Attorney	31,347	31,347	31,347	31,347	61,051	61,051	116,503	271.7%	
Greenville County Sheriff	365,849	365,849	412,582	412,582	400,478	400,478	400,478	-2.9%	
Southside Regional Jail Authority	934,488	835,782	1,209,488	1,209,488	1,187,518	1,187,518	1,187,518	-1.8%	
School Resource Officers	13,078	13,078	13,656	13,656	42,076	42,076	22,076	61.7%	
Magistrate	775	775	775	775	650	650	650	-16.1%	
6th District Court Services	4,241	4,241	4,382	4,382	4,382	4,382	4,382	0.0%	
Juvenile Detention - Crater Youth	76,919	76,914	103,000	96,697	116,932	116,932	116,932	13.5%	
J&D/Gen. District Court Clerk	9,500	9,421	9,600	9,600	9,600	9,600	9,600	0.0%	
General District /J&D Court	15,359	15,359	14,509	14,509	13,375	13,375	13,375	-7.8%	
Courthouse Security	0	0	0	0	12,500	12,500	12,500	#DIV/0!	
Law Library	4,000	2,432	3,000	3,100	3,100	3,100	3,100	3.3%	
Victim Witness Program	60,182	60,732	61,292	61,292	61,292	61,292	61,292	0.0%	
Victim of Crimes Acts (Family Viol.)	64,000	64,291	134,000	108,650	108,650	108,650	108,650	-18.9%	
Sexual Assault	46,397	46,397	46,397	46,397	47,789	47,789	47,789	3.0%	
Juvenile Justice (VJCCCA)	105,093	108,375	102,736	102,736	102,736	102,736	102,736	0.0%	
Family Violence/Sexual Assault - VDSS Grant	56,000	55,074	0	0	0	0	0	#DIV/0!	
Total Courts and Other Shared Services	2,092,365	1,995,204	2,445,642	2,414,089	2,498,877	2,498,877	2,534,329	3.6%	

Emporia Sheriff									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	135,985	129,248	145,285	145,255	147,067	147,067	147,067	1.2%	
Overtime - Selective	10,000	7,608	10,000	10,000	10,000	10,000	10,000	0.0%	
Part-time Wages	<u>12,662</u>	<u>10,161</u>	<u>12,884</u>	<u>9,385</u>	<u>13,039</u>	<u>13,039</u>	<u>13,039</u>	1.2%	
<i>Total</i>	158,647	147,017	168,169	164,640	170,106	170,106	170,106	1.2%	
Fringe Benefits									
FICA	12,364	11,256	12,866	12,595	13,014	13,014	13,014	1.2%	
VRS and Life Insurance	20,997	20,996	20,721	20,688	20,943	20,943	20,943	1.1%	
Medical Insurance	14,412	14,412	15,000	14,999	16,486	16,486	16,486	9.9%	
Line of Duty Act	0	0	660	660	858	858	858	30.0%	
Worker's Compensation	4,023	4,023	5,049	4,683	4,810	4,810	4,810	-4.7%	
Employee Bonus	<u>2,973</u>	<u>2,973</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	54,769	53,660	54,296	53,625	56,111	56,111	56,111	3.3%	
Contractual Services									
Professional Health Services	500	0	500	500	500	500	500	0.0%	
Repairs and Maintenance	500	500	1,000	1,000	1,000	1,000	1,000	0.0%	
Maintenance Service Contracts	400	400	400	400	400	400	400	0.0%	
Advertising	<u>125</u>	<u>0</u>	<u>125</u>	<u>125</u>	<u>125</u>	<u>125</u>	<u>125</u>	0.0%	
<i>Total</i>	1,525	900	2,025	2,025	2,025	2,025	2,025	0.0%	
Communications									
Postage	250	242	300	300	350	300	300	0.0%	
Telecommunications	<u>2,500</u>	<u>2,407</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>	<u>2,600</u>	0.0%	
<i>Total</i>	2,750	2,649	2,900	2,900	2,950	2,900	2,900	0.0%	
Travel									
Convention and Education	1,000	1,281	1,250	1,250	1,250	1,250	1,250	0.0%	
Extradition of Prisoners	<u>0</u>	<u>0</u>	<u>50</u>	<u>768</u>	<u>1,000</u>	<u>500</u>	<u>500</u>	900.0%	
<i>Total</i>	1,000	1,281	1,300	2,018	2,250	1,750	1,750	34.6%	
Miscellaneous									
Dues and Memberships	<u>500</u>	<u>450</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	0.0%	
<i>Total</i>	500	450	500	500	500	500	500	0.0%	
Materials and Supplies									
Office Supplies	600	262	600	600	600	600	600	0.0%	
Vehicle and Power Equipment Supplies	6,500	7,216	8,000	7,400	8,000	8,000	8,000	0.0%	
Police Supplies	200	32	200	200	5,500	5,500	5,500	2650.0%	Radar unit and tasers
Uniforms and Wearing Apparel	<u>1,000</u>	<u>650</u>	<u>1,000</u>	<u>1,000</u>	<u>1,250</u>	<u>1,250</u>	<u>1,250</u>	25.0%	
<i>Total</i>	8,300	8,160	9,800	9,200	15,350	15,350	15,350	56.6%	

Emporia Sheriff - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital (Equipment)									
Furniture & Fixtures	0	0	0	0	3,000	3,000	3,000	#DIV/0!	Furniture for new office
Motor Vehicles	0	0	0	0	25,000	0	0	#DIV/0!	Request to replace Sheriff's SUV
EDP Equipment	1,480	1,459	1,250	1,250	1,250	1,250	1,250	0.0%	
<i>Total</i>	1,480	1,459	1,250	1,250	29,250	4,250	4,250	240.0%	
Total Emporia Sheriff	228,971	215,576	240,240	236,158	278,542	252,992	252,992	5.3%	

Public Works Administration									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>73,891</u>	<u>73,875</u>	<u>77,181</u>	<u>77,169</u>	<u>78,131</u>	<u>78,131</u>	<u>78,131</u>	1.2%	
<i>Total</i>	73,891	73,875	77,181	77,169	78,131	78,131	78,131	1.2%	
Fringe Benefits									
FICA	5,637	5,704	5,905	5,903	5,977	5,977	5,977	1.2%	
VRS and Life Insurance	11,152	11,154	10,992	10,991	11,126	11,126	11,126	1.2%	
Medical Insurance	7,206	7,206	7,500	7,500	8,243	8,243	8,243	9.9%	
Worker's Compensation	1,051	1,003	1,050	1,043	955	955	955	-9.0%	
Employee Bonus	<u>1,445</u>	<u>1,445</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	26,491	26,512	25,447	25,437	26,301	26,301	26,301	3.4%	
Contractual Services									
Repairs and Maintenance	100	220	200	200	200	200	200	0.0%	
Maintenance Service Contracts	130	152	175	200	200	200	200	14.3%	
Laundry and Dry Cleaning	<u>550</u>	<u>383</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	0.0%	
<i>Total</i>	780	755	775	800	800	800	800	3.2%	
Communications									
Postage	10	5	10	10	10	10	10	0.0%	
Messenger Services	50	4	50	50	50	50	50	0.0%	
Telecommunications	<u>4,000</u>	<u>3,820</u>	<u>4,000</u>	<u>3,800</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	0.0%	
<i>Total</i>	4,060	3,829	4,060	3,860	4,060	4,060	4,060	0.0%	
Travel									
Convention and Education	<u>1,000</u>	<u>568</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	0.0%	
<i>Total</i>	1,000	568	1,000	1,000	1,000	1,000	1,000	0.0%	
Miscellaneous									
Employee Appreciation	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	0.0%	
<i>Total</i>	500	500	500	500	500	500	500	0.0%	
Materials and Supplies									
Office Supplies	1,000	1,098	1,250	1,300	1,300	1,300	1,300	4.0%	
Vehicle and Power Equipment Supplies	2,750	3,040	3,500	3,750	3,750	3,500	3,500	0.0%	
Uniforms and Wearing Apparel	<u>50</u>	<u>0</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	0.0%	
<i>Total</i>	3,800	4,138	4,800	5,100	5,100	4,850	4,850	1.0%	
Capital (Equipment)									
Furniture and Fixtures	<u>0</u>	<u>260</u>	<u>0</u>	<u>0</u>	<u>17,800</u>	<u>1,800</u>	<u>1,800</u>	#DIV/0!	Desk & pole mounted Christmas decorations
<i>Total</i>	0	260	0	0	17,800	1,800	1,800	#DIV/0!	
Total Public Works Administration	110,522	110,437	113,763	113,866	133,692	117,442	117,442	3.2%	

Street Maintenance									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	288,846	284,557	322,960	324,603	345,831	345,831	345,831	7.1%	
Salaries and Wages - Summer Grass Cutting	0	0	0	0	0	0	0	#DIV/0!	
Overtime	<u>18,000</u>	<u>18,410</u>	<u>15,000</u>	<u>17,650</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>	0.0%	
<i>Total</i>	306,846	302,967	337,960	342,253	360,831	360,831	360,831	6.8%	
Fringe Benefits									
FICA	24,623	22,742	25,854	26,182	27,604	27,604	27,604	6.8%	
VRS and Life Insurance	44,051	43,652	45,991	45,954	49,247	49,247	49,247	7.1%	
Medical Insurance	39,890	39,889	49,997	55,830	60,446	60,446	60,446	20.9%	
Worker's Compensation	22,852	22,852	24,297	22,998	26,199	26,199	26,199	7.8%	
Employee Bonus	<u>6,017</u>	<u>6,017</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	137,433	135,152	146,139	150,964	163,496	163,496	163,496	11.9%	
Contractual Services									
Professional Services	11,000	9,418	12,500	12,500	12,500	25,000	25,000	100.0%	Includes engineering cost for drainage @ Indust. Park
Repairs and Maintenance	16,000	15,146	30,000	30,000	30,000	30,000	30,000	0.0%	Includes cost of jail clean-up crew
Advertising	300	0	300	300	300	300	300	0.0%	
Laundry and Dry Cleaning	3,500	3,346	3,250	3,700	3,700	3,500	3,500	7.7%	
Street Light Upgrade/Improvements	1,500	846	7,500	7,500	7,500	5,000	5,000	-33.3%	
Street Paving	<u>135,000</u>	<u>130,447</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>175,000</u>	<u>175,000</u>	16.7%	
<i>Total</i>	167,300	159,203	203,550	204,000	204,000	238,800	238,800	17.3%	
Utilities									
Electricity - Street Lighting	<u>102,000</u>	<u>100,749</u>	<u>95,000</u>	<u>100,000</u>	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>	10.5%	
<i>Total</i>	102,000	100,749	95,000	100,000	105,000	105,000	105,000	10.5%	
Communications									
Telecommunications	<u>1,400</u>	<u>960</u>	<u>1,400</u>	<u>1,200</u>	<u>1,400</u>	<u>1,300</u>	<u>1,300</u>	-7.1%	
<i>Total</i>	1,400	960	1,400	1,200	1,400	1,300	1,300	-7.1%	
Travel									
Convention and Education	<u>500</u>	<u>478</u>	<u>750</u>	<u>750</u>	<u>750</u>	<u>750</u>	<u>750</u>	0.0%	
<i>Total</i>	500	478	750	750	750	750	750	0.0%	
Materials and Supplies									
Repair & Maintenance Supplies	73,000	62,284	78,971	75,000	95,000	95,000	95,000	20.3%	
Vehicle and Power Equipment Supplies	43,000	47,297	45,000	45,000	45,000	45,000	45,000	0.0%	
Uniforms and Wearing Apparel	<u>415</u>	<u>444</u>	<u>600</u>	<u>600</u>	<u>450</u>	<u>600</u>	<u>600</u>	0.0%	
<i>Total</i>	116,415	110,025	124,571	120,600	140,450	140,600	140,600	12.9%	

Street Maintenance - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital/Equipment									
Machinery & Equipment	0	0	11,000	10,711	174,293	153,500	95,000	763.6%	Backhoe, asphalt roller, snow plow & spreader
Furniture & Fixtures	0	170	0	0	0	0	0	#DIV/0!	
Halifax Street Bridge Replacement	10,000	786	10,000	3,200	10,000	10,000	10,000	0.0%	2% local match
E. Atlantic Street Improvements	9,000	8,572	262,008	8,394	659,202	659,202	659,202	151.6%	VDOT funds, 2% local match & 50% revenue sharing mat
Storm Drainage Improvements	0	0	0	0	0	0	0	#DIV/0!	
Railroad Crossing Improvements	0	0	0	0	0	0	0	#DIV/0!	
<i>Total</i>	19,000	9,528	283,008	22,305	843,495	822,702	764,202	170.0%	
Total Street Maintenance	850,894	819,062	1,192,378	942,072	1,819,422	1,833,479	1,774,979	48.9%	

Sanitation									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	224,108	224,096	232,195	198,239	205,997	205,997	205,997	-11.3%	
Overtime	<u>27,000</u>	<u>26,799</u>	<u>17,000</u>	<u>27,200</u>	<u>17,000</u>	<u>17,000</u>	<u>17,000</u>	0.0%	
<i>Total</i>	251,108	250,895	249,195	225,439	222,997	222,997	222,997	-10.5%	
Fringe Benefits									
FICA	19,255	18,421	19,064	17,246	17,060	17,060	17,060	-10.5%	
VRS and Life Insurance	35,529	32,425	33,065	27,181	29,334	29,334	29,334	-11.3%	
Medical Insurance	47,048	46,170	30,780	33,671	45,672	45,672	45,672	48.4%	
Unemployment Insurance/Benefits	2,233	2,234	0	1,753	0	0	0	#DIV/0!	
Worker's Compensation	16,519	13,132	16,494	15,402	12,923	12,923	12,923	-21.7%	
Employee Bonus	<u>4,603</u>	<u>4,602</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	125,187	116,984	99,403	95,253	104,989	104,989	104,989	5.6%	
Contractual Services									
Inmate Labor	0	0	0	2,240	2,400	2,400	2,400	#DIV/0!	
Repairs and Maintenance	24,000	24,256	6,000	6,000	6,000	6,000	6,000	0.0%	
Advertising	2,000	1,412	2,000	2,000	2,000	2,000	2,000	0.0%	
Laundry and Dry Cleaning	3,500	2,351	3,500	3,200	3,500	3,500	3,500	0.0%	
Service from other Govt. Entities - Landfill	<u>200,000</u>	<u>199,202</u>	<u>195,000</u>	<u>195,000</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>	2.6%	
<i>Total</i>	229,500	227,221	206,500	208,440	213,900	213,900	213,900	3.6%	
Communications									
Telecommunications	<u>1,400</u>	<u>718</u>	<u>1,000</u>	<u>900</u>	<u>1,000</u>	<u>900</u>	<u>900</u>	-10.0%	
<i>Total</i>	1,400	718	1,000	900	1,000	900	900	-10.0%	
Travel									
Convention and Education	<u>160</u>	<u>159</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	0.0%	
<i>Total</i>	160	159	600	600	600	600	600	0.0%	
Materials and Supplies									
Repair and Maintenance Supplies	20,000	20,321	14,358	14,358	20,000	20,000	20,000	39.3%	
Vehicle and Power Equipment Supplies	86,000	89,964	85,000	96,000	96,000	96,000	96,000	12.9%	
Uniforms and Wearing Apparel	300	300	400	400	400	400	400	0.0%	
Recycling	<u>5,000</u>	<u>5,448</u>	<u>7,216</u>	<u>7,216</u>	<u>0</u>	<u>0</u>	<u>0</u>	-100.0%	Grant funds
<i>Total</i>	111,300	116,033	106,974	117,974	116,400	116,400	116,400	8.8%	
Capital/Equipment									
Machinery and Equipment	0	0	0	0	19,000	19,000	19,000	#DIV/0!	Recycle baler & tommy lift
Furniture & Fixtures	0	170	0	0	0	0	0	#DIV/0!	
Motor Vehicles and Equipment	500,000	462,820	0	0	49,798	20,793	20,793	#DIV/0!	Requested two pickup trucks
Dumpsters	<u>25,000</u>	<u>24,459</u>	<u>50,642</u>	<u>50,642</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	-50.6%	
<i>Total</i>	525,000	487,449	50,642	50,642	93,798	64,793	64,793	27.9%	
Total Sanitation	1,243,655	1,199,459	714,314	699,248	753,684	724,579	724,579	1.4%	

Grounds Maintenance									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>52,294</u>	<u>52,443</u>	<u>53,735</u>	<u>53,759</u>	<u>54,396</u>	<u>54,396</u>	<u>54,396</u>	1.2%	
<i>Total</i>	52,294	52,443	53,735	53,759	54,396	54,396	54,396	1.2%	
Fringe Benefits									
FICA	3,925	3,985	4,111	4,113	4,162	4,162	4,162	1.2%	
VRS and Life Insurance	7,766	7,765	7,653	7,652	7,746	7,746	7,746	1.2%	
Medical Insurance	9,608	9,608	10,000	9,999	10,991	10,991	10,991	9.9%	
Worker's Compensation	1,386	1,384	1,388	1,380	1,273	1,273	1,273	-8.3%	
Employee Bonus	<u>1,006</u>	<u>1,006</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	23,691	23,748	23,152	23,144	24,172	24,172	24,172	4.4%	
Contractual Services									
Laundry and Dry Cleaning	<u>250</u>	<u>287</u>	<u>300</u>	<u>300</u>	<u>1,200</u>	<u>300</u>	<u>300</u>	0.0%	
<i>Total</i>	250	287	300	300	1,200	300	300	0.0%	
Travel									
Convention and Education	<u>225</u>	<u>225</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	0.0%	
<i>Total</i>	225	225	500	500	500	500	500	0.0%	
Materials and Supplies									
Agricultural Supplies	10,000	9,666	40,000	20,000	25,000	25,000	25,000	-37.5%	
Repair and Maintenance Supplies	750	290	750	750	1,000	1,000	1,000	33.3%	
Vehicle and Power Equipment Supplies	3,500	3,802	3,500	6,000	5,000	5,000	5,000	42.9%	
Uniforms and Wearing Apparel	<u>0</u>	<u>0</u>	<u>100</u>	<u>100</u>	<u>200</u>	<u>100</u>	<u>100</u>	0.0%	
<i>Total</i>	14,250	13,758	44,350	26,850	31,200	31,100	31,100	-29.9%	
Capital (Equipment)									
Machinery and Equipment	1,350	1,349	0	0	0	0	0	#DIV/0!	
Furniture and Fixtures	<u>0</u>	<u>170</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	1,350	1,519	0	0	0	0	0	#DIV/0!	
Total Grounds Maintenance	92,060	91,980	122,037	104,553	111,468	110,468	110,468	-9.5%	

Mosquito Control									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Part-time Wages	<u>1,000</u>	<u>1,012</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	0.0%	
<i>Total</i>	1,000	1,012	1,000	1,000	1,000	1,000	1,000	0.0%	
Fringe Benefits									
FICA	77	75	77	77	77	77	77	0.0%	
Worker's Compensation	<u>28</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	105	75	77	77	77	77	77	0.0%	
Contractual Services									
Repairs and Maintenance	<u>50</u>	<u>0</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	0.0%	
<i>Total</i>	50	0	50	50	50	50	50	0.0%	
Travel									
Convention and Education	<u>300</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	0.0%	
<i>Total</i>	300	0	300	300	300	300	300	0.0%	
Miscellaneous									
Dues and Memberships	<u>50</u>	<u>20</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	<u>50</u>	0.0%	
<i>Total</i>	50	20	50	50	50	50	50	0.0%	
Materials and Supplies									
Repair and Maintenance Supplies	100	0	100	100	100	100	100	0.0%	
Vehicle and Power Equipment Supplies	350	333	400	400	400	400	400	0.0%	
Other Operating Supplies	<u>1,785</u>	<u>1,785</u>	<u>1,800</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	11.1%	
<i>Total</i>	2,235	2,118	2,300	2,500	2,500	2,500	2,500	8.7%	
Total Mosquito Control	3,740	3,225	3,777	3,977	3,977	3,977	3,977	5.3%	

Motor Pool									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	94,138	94,521	100,577	100,806	101,814	101,814	101,814	1.2%	
Overtime	<u>4,700</u>	<u>2,430</u>	<u>3,000</u>	<u>2,500</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	0.0%	
<i>Total</i>	98,838	96,951	103,577	103,306	104,814	104,814	104,814	1.2%	
Fringe Benefits									
FICA	7,346	7,519	7,924	7,903	8,019	8,019	8,019	1.2%	
VRS and Life Insurance	14,535	14,535	14,323	14,322	14,499	14,499	14,499	1.2%	
Medical Insurance	14,412	14,412	15,000	15,781	17,341	17,341	17,341	15.6%	
Worker's Compensation	2,554	2,369	2,559	2,455	2,678	2,678	2,678	4.7%	
Employee Bonus	<u>1,883</u>	<u>1,883</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	40,730	40,718	39,806	40,461	42,537	42,537	42,537	6.9%	
Contractual Services									
Laundry and Dry Cleaning	<u>2,800</u>	<u>2,908</u>	<u>3,000</u>	<u>2,700</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	0.0%	
<i>Total</i>	2,800	2,908	3,000	2,700	3,000	3,000	3,000	0.0%	
Communications									
Telecommunications	<u>1,200</u>	<u>794</u>	<u>1,000</u>	<u>700</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	0.0%	
<i>Total</i>	1,200	794	1,000	700	1,000	1,000	1,000	0.0%	
Travel									
Convention and Education	<u>250</u>	<u>159</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>	0.0%	
<i>Total</i>	250	159	250	250	250	250	250	0.0%	
Materials and Supplies									
Vehicle and Power Equipment Supplies	13,000	11,535	15,000	12,500	15,000	13,000	13,000	-13.3%	
Uniforms and Wearing Apparel	<u>150</u>	<u>50</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>	<u>150</u>	0.0%	
<i>Total</i>	13,150	11,585	15,150	12,650	15,150	13,150	13,150	-13.2%	
Capital/Equipment									
Machinery and Equipment	7,350	6,539	0	0	2,700	0	0	#DIV/0!	Requested pressure washer
Furniture and Fixtures	0	170	0	0	0	0	0	#DIV/0!	
EDP Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>0</u>	#DIV/0!	Requested Tough book laptop
<i>Total</i>	7,350	6,709	0	0	6,700	0	0	#DIV/0!	
Total Motor Pool	164,318	159,824	162,783	160,067	173,451	164,751	164,751	1.2%	

Health and Social Services									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Health Related Services									
State Health Department	61,699	61,699	61,699	61,699	61,699	61,699	61,699	0.0%	
Mental Health Services (District 19)	39,471	39,471	39,471	39,471	40,655	39,471	39,471	0.0%	
Crater District Area Agency on Aging	<u>6,567</u>	<u>6,567</u>	<u>6,567</u>	<u>6,567</u>	<u>6,567</u>	<u>6,567</u>	<u>6,567</u>	0.0%	
<i>Total</i>	107,737	107,737	107,737	107,737	108,921	107,737	107,737	0.0%	
Rescue Squad									
Line of Duty Act	5,025	5,025	5,395	5,395	5,184	5,184	5,184	-3.9%	
Four-For-Life	4,350	4,350	4,334	4,334	0	0	0	-100.0%	
Rescue Squad Worker's Compensation	11,050	11,050	9,324	8,976	9,192	9,192	9,192	-1.4%	
PPT Reimbursement	0	0	6,700	5,624	6,000	6,000	6,000	-10.4%	
Greenville Volunteer Rescue Squad	35,000	35,000	20,000	20,000	20,000	0	0	-100.0%	
Greenville Volunteer Rescue Squad - Capital	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	0.0%	Financing of ambulance Year 3 of 3
<i>Total</i>	80,425	80,425	70,753	69,329	65,376	45,376	45,376	-35.9%	
Social Services									
Social Services	208,107	194,691	208,107	208,107	208,107	181,566	181,566	-12.8%	
Comprehensive Services Act	<u>107,414</u>	<u>107,413</u>	<u>104,034</u>	<u>104,034</u>	<u>104,034</u>	<u>104,034</u>	<u>104,034</u>	0.0%	
<i>Total</i>	315,521	302,104	312,141	312,141	312,141	285,600	285,600	-8.5%	
Total Health and Social Services	503,683	490,266	490,631	489,207	486,438	438,713	438,713	-10.6%	

Education									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Greenville County Public Schools									
Superintendent	500	500	500	500	500	500	500	0.0%	
Local Funding	3,246,879	3,035,569	3,182,215	3,182,215	3,817,315	3,414,919	3,372,513	6.0%	
Sales Tax - Education	953,376	953,376	1,005,434	989,385	1,013,043	1,013,043	1,013,043	0.8%	
Wyatt Middle School Renovation	32,300	0	0	0	0	0	0	#DIV/0!	
<i>Total</i>	4,233,055	3,989,445	4,188,149	4,172,100	4,830,858	4,428,462	4,386,056	4.7%	
Southside Virginia Comm. College									
	1,179	1,179	1,179	1,179	1,255	1,179	1,179	0.0%	
Southern Virginia Education Center									
	52,519	52,519	52,519	52,519	37,593	37,593	37,593	-28.4%	
Emporia-Greens. Literacy Council									
	2,736	2,736	2,736	2,736	2,880	2,736	2,736	0.0%	
The Improvement Assoc. - Headstart									
	16,625	16,625	16,625	16,625	30,000	16,625	15,794	-5.0%	
C.A.R.E.S.									
	11,760	11,760	0	0	0	0	0	#DIV/0!	
Total Education	4,317,874	4,074,264	4,261,208	4,245,159	4,902,586	4,486,595	4,443,358	4.3%	

Library	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
<i>Meherrin Regional Library</i>									
Library Operations	92,535	92,535	92,535	92,535	95,312	92,535	92,535	0.0%	
Capital	0	0	0	0	0	0	0	#DIV/0!	
<i>Total</i>	92,535	92,535	92,535	92,535	95,312	92,535	92,535	0.0%	
Total Library	92,535	92,535	92,535	92,535	95,312	92,535	92,535	0.0%	

Community Development: Planning and Zoning									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>186,200</u>	<u>186,570</u>	<u>198,629</u>	<u>178,176</u>	<u>199,729</u>	<u>199,729</u>	<u>199,729</u>	0.6%	Requested additional employee & salary increases
<i>Total</i>	186,200	186,570	198,629	178,176	199,729	199,729	199,729	0.6%	(not shown in figures)
Fringe Benefits									
FICA	14,530	13,954	15,219	13,631	15,280	15,280	15,280	0.4%	
VRS and Life Insurance	28,750	28,749	28,328	25,918	28,442	28,442	28,442	0.4%	
Medical Insurance	15,159	15,159	15,781	14,531	17,341	17,341	17,341	9.9%	
Worker's Compensation	1,787	1,787	1,860	1,864	1,717	1,717	1,717	-7.7%	
Employee Bonus	<u>3,724</u>	<u>3,724</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	63,950	63,373	61,188	55,944	62,780	62,780	62,780	2.6%	
Contractual Services									
Professional Services	6,325	6,325	20,000	20,000	58,000	50,000	50,000	150.0%	Includes Comp Plan update & mussel relocation
Repairs and Maintenance	1,473	1,472	2,000	500	0	2,000	2,000	0.0%	
Maintenance Service Contracts	8,600	9,870	7,200	7,200	5,600	6,930	6,930	-3.8%	
Printing and Binding	300	253	500	500	500	500	500	0.0%	
Advertising	2,000	1,119	3,000	250	3,000	2,000	2,000	-33.3%	
Nuisance Abatement	62,300	62,474	35,517	22,000	55,000	25,000	25,000	-29.6%	
Demolition and Removal	<u>88,500</u>	<u>77,592</u>	<u>290,956</u>	<u>204,000</u>	<u>165,000</u>	<u>175,000</u>	<u>75,000</u>	-74.2%	Includes carryover of \$70,000
<i>Total</i>	169,498	159,105	359,173	254,450	287,100	261,430	161,430	-55.1%	
Communications									
Postage	1,500	1,379	2,000	1,500	2,000	2,000	2,000	0.0%	
Messenger Services	50	0	0	0	0	0	0	#DIV/0!	
Telecommunications	<u>2,700</u>	<u>2,762</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	<u>2,500</u>	<u>2,500</u>	25.0%	
<i>Total</i>	4,250	4,141	4,000	3,500	4,000	4,500	4,500	12.5%	
Travel									
Mileage and Other Transportation Costs	150	79	500	400	1,500	250	250	-50.0%	
Subsistence and Lodging	400	222	1,000	2,000	4,700	2,000	2,000	100.0%	
Convention and Education	<u>2,750</u>	<u>3,421</u>	<u>2,850</u>	<u>2,500</u>	<u>6,000</u>	<u>7,000</u>	<u>7,000</u>	145.6%	
<i>Total</i>	3,300	3,722	4,350	4,900	12,200	9,250	9,250	112.6%	
Miscellaneous									
Dues and Memberships	5,650	5,931	6,250	6,500	7,000	6,500	6,500	4.0%	Includes Crater dues based on census
Grant Matching Funds	0	0	10,000	10,000	120,000	0	0	-100.0%	Belfield Grant Match
Stormwater Mapping	0	0	59,000	59,000	0	0	0	-100.0%	
Internet Based GIS	0	0	16,000	16,000	0	0	0	-100.0%	
Zoning, Subdivision rewrite, Comp. Plan update	0	0	0	0	80,000	0	0	#DIV/0!	
CDBG-West Atlantic Street Project	762,531	362,944	1,141,982	309,734	607,000	607,000	607,000	-46.8%	
TEA-21 Grant and Match	825,306	158,964	981,857	322,150	936,082	936,082	936,082	-4.7%	
CDBG-Belfield Business District Project Grant	45,000	3,455	35,000	32,000	3,500	3,500	3,500	-90.0%	
Farmers' Market Trailhead Improvements	<u>0</u>	<u>0</u>	<u>9,950</u>	<u>9,950</u>	<u>225,000</u>	<u>210,000</u>	<u>210,000</u>	2010.6%	Canoe/kayak launch, boat launch & ped. bridge
<i>Total</i>	1,638,487	531,294	2,260,039	765,334	1,978,582	1,763,082	1,763,082	-22.0%	

Community Development: Planning and Zoning - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	2,000	2,162	3,400	3,300	3,600	2,500	2,500	-26.5%	
Vehicle and Power Equipment Supplies	4,500	4,333	5,000	4,000	3,000	5,000	5,000	0.0%	
Uniforms and Wearing Apparel	500	412	750	750	750	750	750	0.0%	
Books and Subscriptions	0	0	500	500	500	500	500	0.0%	
Other Operating Supplies	<u>100</u>	<u>106</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	0.0%	
<i>Total</i>	7,100	7,013	9,750	8,650	7,950	8,850	8,850	-9.2%	
Capital/Equipment									
Furniture and Fixtures	1,000	1,122	1,000	1,000	1,000	0	0	-100.0%	
EDP Equipment	1,200	1,202	1,250	1,488	1,800	1,800	1,800	44.0%	
Property Acquisition	<u>30,000</u>	<u>100,900</u>	<u>30,200</u>	<u>32,000</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>	-66.9%	
<i>Total</i>	32,200	103,224	32,450	34,488	2,800	11,800	11,800	-63.6%	
Total Planning and Zoning	2,104,985	1,058,442	2,929,579	1,305,442	2,555,141	2,321,421	2,221,421	-24.2%	

Economic Development									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	5,800	6,750	53,575	53,566	54,234	54,234	54,234	1.2%	
<i>Total</i>	5,800	6,750	53,575	53,566	54,234	54,234	54,234	1.2%	
Fringe Benefits									
FICA	445	458	4,099	4,098	4,149	4,149	4,149	1.2%	
VRS and Life Insurance	650	645	7,630	7,629	7,723	7,723	7,723	1.2%	
Medical Insurance	530	529	6,611	6,610	7,265	7,265	7,265	9.9%	
Worker's Compensation	0	0	75	82	62	62	62	-17.3%	
<i>Total</i>	1,625	1,632	18,415	18,419	19,199	19,199	19,199	4.3%	
Contractual Services									
Professional Services	0	0	10,000	0	10,000	10,000	10,000	0.0%	Carryover
Repairs and Maintenance	0	0	500	100	250	250	250	-50.0%	
Maintenance Service Contracts	0	0	0	0	1,600	1,600	1,600	#DIV/0!	
Printing and Binding	0	1	2,500	1,000	1,500	1,500	1,500	-40.0%	Carryover
Advertising	0	0	2,500	500	2,000	2,000	2,000	-20.0%	Carryover
Marketing & Events - Farmers' Market	1,900	1,848	2,500	1,000	2,500	2,500	2,500	0.0%	Includes carryover of \$1,500
<i>Total</i>	1,900	1,849	18,000	2,600	17,850	17,850	17,850	-0.8%	
Communications									
Postage	30	199	1,500	100	500	500	500	-66.7%	
Messenger Services	0	0	100	0	100	100	100	0.0%	
Telecommunications	1,200	569	1,500	500	1,000	1,000	1,000	-33.3%	
<i>Total</i>	1,230	768	3,100	600	1,600	1,600	1,600	-48.4%	
Travel									
Subsistence and Lodging	0	0	1,000	1,000	2,000	2,000	2,000	100.0%	
Convention and Education	6,278	675	8,000	3,500	6,000	6,000	6,000	-25.0%	
<i>Total</i>	6,278	675	9,000	4,500	8,000	8,000	8,000	-11.1%	
Miscellaneous									
Dues and Memberships	0	0	1,000	1,000	1,000	1,000	1,000	0.0%	
Regional Economic Development Study	3,500	525	0	0	0	0	0	#DIV/0!	
Virginia's Growth Alliance	6,000	5,402	6,000	5,927	5,927	5,927	5,927	-1.2%	
Emporia/Greenville IDC	107,000	53,632	0	0	0	0	0	#DIV/0!	
Emporia/Greenville Mega Site Project/RIFA	4,000	740	3,000	3,000	27,550	3,000	3,000	0.0%	
Emporia IDA	281,000	84,289	8,000	8,000	33,000	33,000	30,000	275.0%	Business Appreciation Events & B.I.G.
Small Business Development Center	0	0	0	0	5,000	2,500	2,500	#DIV/0!	
Emporia Redevelopment & Housing Authority	0	0	1,913,500	1,411,383	130,000	130,000	130,000	-93.2%	Includes carryover of \$105,000 & F.I.G.
<i>Total</i>	401,500	144,588	1,931,500	1,429,310	202,477	175,427	172,427	-91.1%	
Materials and Supplies									
Office Supplies	750	713	2,000	1,500	1,500	1,500	1,500	-25.0%	
Vehicle and Power Equipment Supplies	200	5	7,500	2,000	2,000	2,000	2,000	-73.3%	
<i>Total</i>	950	718	9,500	3,500	3,500	3,500	3,500	-63.2%	

Economic Development - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital/Equipment									
Furniture and Fixtures	5,000	2,905	0	0	0	0	0	#DIV/0!	
Motor Vehicles	24,365	24,380	0	0	0	0	0	#DIV/0!	
EDP Equipment	3,752	3,752	0	0	0	0	0	#DIV/0!	
Property Acquisition	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>560,100</u>	<u>560,100</u>	<u>560,100</u>	#DIV/0!	
<i>Total</i>	33,117	31,037	0	0	560,100	560,100	560,100	#DIV/0!	
Total Economic Development	452,400	188,017	2,043,090	1,512,495	866,960	839,910	836,910	-59.0%	

Airport	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Airport	60,000	60,000	60,000	60,000	60,000	60,000	60,000	0.0%	
Airport Capital	<u>31,919</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>62,200</u>	<u>32,200</u>	<u>32,200</u>	#DIV/0!	
Total Airport	91,919	60,000	60,000	60,000	122,200	92,200	92,200	53.7%	

Parks and Recreation									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Emporia-Greens. Recreation Assoc.									
EGRA Operations	51,049	51,049	51,049	51,049	58,830	51,049	54,149	6.1%	Additional \$3,100 to replace ice machine
EGRA Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,298</u>	<u>3,750</u>	<u>3,750</u>	#DIV/0!	Demolition of tennis courts
<i>Total</i>	51,049	51,049	51,049	51,049	64,128	54,799	57,899	13.4%	
Family YMCA of Emporia-Greens.									
	31,500	31,500	30,000	30,000	27,000	26,250	20,750	-30.8%	Pledge has been paid in full
Boys & Girls Club of Emporia-Greens.									
Boys and Girls Club-Operational	28,500	28,500	28,500	28,500	30,000	28,500	30,000	5.3%	
Boys and Girls Club - Washington Recreation Ctr.	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	28,500	28,500	28,500	28,500	35,000	28,500	30,000	5.3%	
Community Youth Center, Ltd.									
	0	0	0	1,000	11,156	1,000	4,000	#DIV/0!	
Total Parks and Recreation	111,049	111,049	109,549	110,549	137,284	110,549	112,649	2.8%	

Arts and Culture									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Emporia/Greens. Civic Center Foundation	6,436	6,436	0	0	15,000	0	0	#DIV/0!	
Meherrin River Arts Council	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0.0%	
Peanut Festival	<u>3,000</u>	<u>3,000</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	0.0%	
Total Arts and Culture	19,436	19,436	13,500	13,500	28,500	13,500	13,500	0.0%	

Extension Service	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Salaries and Wages	17,606	8,655	10,354	15,613	16,372	16,372	16,372	58.1%	
Fringe Benefits	3,429	2,221	2,874	4,018	4,789	4,789	4,789	66.6%	
Shared Expenses with Co. of Greenville	<u>5,025</u>	<u>5,025</u>	<u>4,210</u>	<u>4,210</u>	<u>8,000</u>	<u>5,095</u>	<u>5,095</u>	21.0%	
Total Extension Service	26,060	15,901	17,438	23,841	29,161	26,256	26,256	50.6%	

Civic and Community Organizations									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Village View	3,800	3,800	3,800	3,800	5,000	3,800	3,800	0.0%	
Emporia/Greenville Habitat for Humanity	2,375	2,375	2,375	2,375	4,000	2,375	2,375	0.0%	
Emporia-Greens. Chamber of Commerce	8,075	8,075	1,600	1,600	1,600	1,600	1,600	0.0%	Addl. \$12,000 in-kind (rent & custodial services)
Coalition for Delaying Parenthood in Youth	4,750	4,750	4,750	4,750	4,750	4,750	4,750	0.0%	Addl. \$12,000 in-kind (rent & custodial services)
Virginia Legal Aid Society	855	855	855	855	2,738	855	855	0.0%	
American Red Cross	1,140	1,140	1,140	1,140	3,500	1,140	1,140	0.0%	
Adult Activity Services	6,000	6,000	6,000	6,000	11,128	6,000	6,000	0.0%	
"Save the Barn" Committee	0	0	0	0	1,000	0	0	#DIV/0!	
The Jamil Reginald Doswell Boxing Program	0	0	0	0	5,399	0	0	#DIV/0!	
Med-Flight	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>600</u>	<u>0</u>	<u>0</u>	#DIV/0!	
Total Civic and Community Organizations	26,995	26,995	20,520	20,520	39,715	20,520	20,520	0.0%	

Non-Departmental									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Data Processing									
Annual Licensing/Support	26,429	26,429	26,000	26,314	26,500	26,500	26,500	1.9%	
Insurance									
General Liability Insurance (75%)	163,897	163,897	166,592	163,488	141,322	141,322	144,944	-13.0%	
Retirees - Medical Insurance	47,747	47,747	35,667	43,045	38,886	38,886	38,886	9.0%	
<i>Total</i>	211,644	211,644	202,259	206,533	180,208	180,208	183,830	-9.1%	
Debt Service									
Health Dept. Debt Service	16,295	16,295	16,077	16,077	16,181	16,181	16,181	0.6%	2028
Sheriff's Dept. Debt Service	17,888	17,888	17,648	17,648	17,763	17,763	17,763	0.7%	2028
GO Refunding Bond Series 2006	111,384	100,008	100,920	100,918	101,868	101,868	101,868	0.9%	Refunded 2003A GO Bond, 2036
GO Refunding Bond Series 2004A	173,480	173,478	169,815	167,932	170,248	170,248	170,248	0.3%	Refunded 1995 GO Bond, 2016
GO Bond Series 2004B	32,962	32,961	32,965	29,261	0	0	0	-100.0%	
GO Refunding Bond Series 2008	4,436	4,435	4,436	4,435	4,436	4,436	4,436	0.0%	Refunded 2006 Note Payable, 2033
GO Bond Series 2012B	0	0	0	14,312	125,914	125,914	125,914	#DIV/0!	Bank building renovations, 2033
2009 Lease Purchase Agreement	32,695	32,611	0	0	0	0	0	#DIV/0!	
2009 Note Payable	13,551	13,551	13,551	13,551	13,551	13,551	13,551	0.0%	Purchase of property for Farmer's Mkt., 2020
Extension Office Debt Service	11,319	11,319	11,319	11,319	11,319	11,319	11,319	0.0%	2025
2010 USDA RD Loan	4,716	4,716	4,716	4,716	4,716	4,716	4,716	0.0%	Police cars, 2015
2011 Note Payable	28,268	11,942	70,152	70,152	70,152	70,152	70,152	0.0%	Sanitation trucks, 2019
2011 USDA RD Loan	42,453	32,249	55,284	55,284	55,284	55,284	55,284	0.0%	Fire truck, 2021
2012 Lease Purchase Agreement	0	0	20,940	13,776	20,664	20,664	20,664	-1.3%	Police cars
2013 Lease Purchase Agreement	0	0	0	0	0	20,939	20,939	#DIV/0!	Police cars financed for 3 yrs.
2013 Lease Purchase Agreement	0	0	0	0	0	20,840	14,533	#DIV/0!	PW equip. financed for 5 yrs. (6 mos. of debt service)
2013 Loan	0	0	0	0	35,646	35,646	0	#DIV/0!	Property acquisition financed for 10 yrs. (6 mos. of debt service)
GO Bond Series 2013	0	0	0	0	35,828	35,828	35,828	#DIV/0!	Projects financed for 10 yrs. (6 mos. of debt service)
<i>Total Debt Service</i>	489,447	451,453	517,823	519,381	683,570	725,349	683,396	32.0%	
Operating/Capital Reserve	44,281	0	72,257	0	0	77,514	77,514	7.3%	Includes Rural Development required reserve
2% COLA Effective December 1, 2013	0	0	0	0	0	48,812	41,839	#DIV/0!	Includes City Manager & City Clerk Defer until January 2014
Total Non-Departmental	771,801	689,526	818,339	752,228	890,278	1,058,383	1,013,079	23.8%	
Grand Total General Fund	19,354,080	16,820,854	20,668,137	17,828,964	20,985,465	20,206,841	19,996,298	-3.3%	

Utility Fund Revenue & Expenditure Summary									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Revenues									
Water Sales	1,352,000	1,129,625	1,485,000	1,184,000	1,683,128	1,683,128	1,683,128	13.3%	
Sewer Service	1,261,750	1,520,267	1,284,000	1,385,400	1,238,000	1,238,000	1,238,000	-3.6%	
Water Taps	10,000	14,000	10,000	9,000	10,000	10,000	10,000	0.0%	
Sewer Taps	10,000	20,000	10,000	12,000	10,000	10,000	10,000	0.0%	
Cut-on/Cut-off Fees	62,000	71,767	62,000	62,900	62,000	62,000	62,000	0.0%	
Meter Charges	55,000	55,268	55,000	55,500	55,000	55,000	55,000	0.0%	
Rental Income	2,400	0	0	0	0	0	0	#DIV/0!	
Sales, Labor, and Materials	2,000	549	500	1,820	500	500	500	0.0%	
Penalties	95,000	64,697	65,000	64,400	64,500	64,500	64,500	-0.8%	
Interest Earned	4,000	3,004	3,500	4,900	3,500	3,500	3,500	0.0%	
Miscellaneous	1,500	377,076	1,500	1,900	1,500	1,500	1,500	0.0%	
Proceeds from Financing	10,837,000	0	10,837,000	687,300	10,149,700	11,415,786	11,415,786	5.3%	Includes financing for WWTP project & sewer lines
Appropriated Fund Balance	0	0	100,000	0	375,000	375,000	375,000	275.0%	
Grants	1,025,925	428,250	621,654	283,676	337,978	337,978	337,978	-45.6%	
Total Utility Fund Revenue	14,718,575	3,684,503	14,535,154	3,752,796	13,990,806	15,256,892	15,256,892	5.0%	
Expenditures									
Administration and Billing	501,859	878,312	501,660	499,305	521,104	521,104	521,104	3.9%	
Water Treatment Plant	1,371,304	430,732	1,087,876	714,279	935,955	935,150	935,150	-14.0%	
Water Distribution	283,943	273,949	312,984	318,933	312,896	315,396	315,396	0.8%	
Wastewater Treatment Plant	581,177	540,963	675,334	612,884	2,118,145	1,953,495	1,953,495	189.3%	
Sewage Collection	161,050	91,936	181,950	180,300	494,369	489,369	489,369	169.0%	
Non-Departmental	11,819,242	338,571	11,775,350	1,525,268	10,815,576	11,042,378	11,042,378	-6.2%	
Total Utility Fund Expenditures	14,718,575	2,554,463	14,535,154	3,850,969	15,198,045	15,256,892	15,256,892	5.0%	

Public Utilities Administration and Billing									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	<u>214,946</u>	<u>208,690</u>	<u>226,926</u>	<u>225,573</u>	<u>237,399</u>	<u>237,399</u>	<u>237,399</u>	4.6%	Includes 25% of City Clerk salary
<i>Total</i>	214,946	208,690	226,926	225,573	237,399	237,399	237,399	4.6%	
Fringe Benefits									
FICA	16,620	16,705	17,360	17,309	18,161	18,161	18,161	4.6%	
VRS and Life Insurance	30,888	30,887	30,435	29,456	31,926	31,926	31,926	4.9%	
Medical Insurance	21,618	21,617	22,499	22,499	26,102	26,102	26,102	16.0%	
Worker's Compensation	3,686	3,520	3,714	3,742	3,443	3,443	3,443	-7.3%	
Employee Bonus	<u>4,001</u>	<u>4,001</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	76,813	76,730	74,008	73,006	79,632	79,632	79,632	7.6%	
Contractual Services									
Repairs and Maintenance	<u>200</u>	<u>0</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	0.0%	
<i>Total</i>	200	0	200	200	200	200	200	0.0%	
Communications									
Postage	7,900	8,353	8,200	8,200	8,500	8,500	8,500	3.7%	
Telecommunications	<u>250</u>	<u>243</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>	0.0%	
<i>Total</i>	8,150	8,596	8,450	8,450	8,750	8,750	8,750	3.6%	
Travel									
Convention and Education	<u>100</u>	<u>0</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>	0.0%	
<i>Total</i>	100	0	100	100	100	100	100	0.0%	
Miscellaneous									
Dues and Memberships	55	0	55	55	55	55	55	0.0%	
Depreciation	0	370,020	0	0	0	0	0	#DIV/0!	
Amortization - Bond Issue Cost	0	12,682	0	0	0	0	0	#DIV/0!	
Transfer to General Fund - Indirect Cost	<u>197,095</u>	<u>197,095</u>	<u>185,421</u>	<u>185,421</u>	<u>188,468</u>	<u>188,468</u>	<u>188,468</u>	1.6%	
<i>Total</i>	197,150	579,797	185,476	185,476	188,523	188,523	188,523	1.6%	
Materials and Supplies									
Office Supplies	<u>4,500</u>	<u>4,499</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	0.0%	
<i>Total</i>	4,500	4,499	5,000	5,000	5,000	5,000	5,000	0.0%	
Capital/Equipment									
EDP Equipment	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	0.0%	
<i>Total</i>	0	0	1,500	1,500	1,500	1,500	1,500	0.0%	
Total Administration and Billing	501,859	878,312	501,660	499,305	521,104	521,104	521,104	3.9%	

Water Treatment									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	172,163	159,959	208,771	197,705	215,425	219,787	219,787	5.3%	
Overtime	<u>18,500</u>	<u>18,041</u>	<u>12,500</u>	<u>14,000</u>	<u>13,000</u>	<u>13,000</u>	<u>13,000</u>	4.0%	
<i>Total</i>	190,663	178,000	221,271	211,705	228,425	232,787	232,787	5.2%	
Fringe Benefits									
FICA	14,825	13,149	16,928	16,196	17,475	17,809	17,809	5.2%	
VRS and Life Insurance	27,972	23,103	29,729	27,482	30,677	31,298	31,298	5.3%	
Medical Insurance	19,963	19,522	29,002	27,591	30,100	30,100	30,100	3.8%	
Worker's Compensation	6,428	6,245	6,511	5,807	6,571	6,571	6,571	0.9%	
Employee Bonus	<u>3,624</u>	<u>3,623</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	72,812	65,642	82,170	77,076	84,823	85,778	85,778	4.4%	
Contractual Services									
Professional Services	870,925	480	529,000	212,000	378,000	378,000	378,000	-28.5%	
Repairs and Maintenance	32,500	15,087	55,000	40,000	40,000	40,000	40,000	-27.3%	
Maintenance Service Contracts	0	198	0	0	0	0	0	#DIV/0!	
Printing and Binding	700	279	750	500	750	750	750	0.0%	
Advertising	2,190	2,743	2,500	1,100	2,000	2,000	2,000	-20.0%	
Laundry and Dry Cleaning	<u>1,900</u>	<u>1,713</u>	<u>1,900</u>	<u>1,600</u>	<u>1,900</u>	<u>1,900</u>	<u>1,900</u>	0.0%	
<i>Total</i>	908,215	20,500	589,150	255,200	422,650	422,650	422,650	-28.3%	
Utilities									
Electricity	35,000	36,878	35,000	35,400	30,000	37,500	37,500	7.1%	
Heating	<u>6,200</u>	<u>6,224</u>	<u>5,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	-20.0%	
<i>Total</i>	41,200	43,102	40,000	39,400	34,000	41,500	41,500	3.8%	
Communications									
Postage	1,200	703	1,400	1,300	1,400	1,400	1,400	0.0%	
Messenger Services	550	117	550	500	500	500	500	-9.1%	
Telecommunications	<u>3,400</u>	<u>3,764</u>	<u>3,800</u>	<u>3,800</u>	<u>3,600</u>	<u>3,800</u>	<u>3,800</u>	0.0%	
<i>Total</i>	5,150	4,584	5,750	5,600	5,500	5,700	5,700	-0.9%	
Leases and Rentals									
Equipment Rental	1,169	71	600	600	600	600	600	0.0%	
Land Rent	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	<u>60</u>	0.0%	
<i>Total</i>	1,229	131	660	660	660	660	660	0.0%	
Travel									
Convention and Education	<u>1,700</u>	<u>1,721</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>	0.0%	
<i>Total</i>	1,700	1,721	3,500	3,500	3,500	3,500	3,500	0.0%	

Water Treatment - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Miscellaneous									
Dues and Memberships	600	295	600	600	600	600	600	0.0%	
Waterworks Operation Fee	5,100	5,053	8,300	7,302	8,300	8,300	8,300	0.0%	
DEQ Permit Fee	<u>3,000</u>	<u>2,978</u>	<u>6,000</u>	<u>3,011</u>	<u>6,022</u>	<u>3,200</u>	<u>3,200</u>	-46.7%	
<i>Total</i>	8,700	8,326	14,900	10,913	14,922	12,100	12,100	-18.8%	
Materials and Supplies									
Office Supplies	225	280	225	225	225	225	225	0.0%	
Housekeeping and Janitorial Supplies	450	298	450	400	450	450	450	0.0%	
Repair and Maintenance Supplies	12,500	13,109	25,000	20,000	25,000	25,000	25,000	0.0%	
Vehicle and Power Equipment Supplies	3,500	4,121	3,500	3,400	3,500	3,500	3,500	0.0%	
Uniforms and Wearing Apparel	250	130	250	200	250	250	250	0.0%	
Books and Subscriptions	100	0	100	100	100	100	100	0.0%	
Chemicals	94,190	87,150	100,000	85,000	100,000	100,000	100,000	0.0%	
Tools	<u>300</u>	<u>253</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	<u>300</u>	0.0%	
<i>Total</i>	111,515	105,341	129,825	109,625	129,825	129,825	129,825	0.0%	
Capital/Equipment									
Machinery and Equipment	1,420	1,420	200	200	200	200	200	0.0%	
Communications Equipment	200	83	250	200	250	250	250	0.0%	
Motor Vehicles and Equipment	25,000	0	0	0	11,000	0	0	#DIV/0!	
EDP Equipment	<u>3,500</u>	<u>1,882</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	0.0%	
<i>Total</i>	30,120	3,385	650	600	11,650	650	650	0.0%	
Total Water Treatment	1,371,304	430,732	1,087,876	714,279	935,955	935,150	935,150	-14.0%	

Water Distribution									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	116,772	117,265	124,758	124,784	126,293	126,293	126,293	1.2%	
Overtime	<u>2,650</u>	<u>2,548</u>	<u>1,000</u>	<u>1,800</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>	100.0%	
<i>Total</i>	119,422	119,813	125,758	126,584	128,293	128,293	128,293	2.0%	
Fringe Benefits									
FICA	9,151	9,131	9,620	9,684	9,815	9,815	9,815	2.0%	
VRS and Life Insurance	18,030	18,030	17,766	17,650	17,985	17,985	17,985	1.2%	
Medical Insurance	19,216	19,402	19,999	20,781	22,836	22,836	22,836	14.2%	
Worker's Compensation	3,989	3,615	3,992	4,022	3,743	3,743	3,743	-6.2%	
Employee Bonus	<u>2,336</u>	<u>2,335</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	52,722	52,513	51,377	52,137	54,379	54,379	54,379	5.8%	
Contractual Services									
Professional Services	42,324	42,873	42,324	42,323	42,324	42,324	42,324	0.0%	Water tank maintenance contract
Repairs and Maintenance	3,500	815	3,000	3,000	4,000	3,000	3,000	0.0%	
Maintenance Service Contracts	3,700	3,467	2,700	3,700	4,200	4,200	4,200	55.6%	
Laundry and Dry Cleaning	<u>1,200</u>	<u>1,229</u>	<u>1,250</u>	<u>1,200</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>	4.0%	
<i>Total</i>	50,724	48,384	49,274	50,223	51,824	50,824	50,824	3.1%	
Utilities									
Electricity	<u>2,000</u>	<u>313</u>	<u>2,000</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	-25.0%	
<i>Total</i>	2,000	313	2,000	1,500	1,500	1,500	1,500	-25.0%	
Communications									
Messenger Services	50	96	50	50	100	100	100	100.0%	
Telecommunications	<u>4,000</u>	<u>2,630</u>	<u>3,000</u>	<u>3,000</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	-16.7%	
<i>Total</i>	4,050	2,726	3,050	3,050	2,600	2,600	2,600	-14.8%	
Miscellaneous									
Rental, CSX	<u>475</u>	<u>238</u>	<u>475</u>	<u>475</u>	<u>300</u>	<u>300</u>	<u>300</u>	-36.8%	
<i>Total</i>	475	238	475	475	300	300	300	-36.8%	
Travel									
Convention and Education	<u>300</u>	<u>485</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	<u>400</u>	0.0%	
<i>Total</i>	300	485	400	400	400	400	400	0.0%	

Water Distribution - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	100	237	100	100	100	100	100	0.0%	
Repair and Maintenance Supplies	28,000	24,241	27,000	27,000	27,500	27,000	27,000	0.0%	
Vehicle and Power Equipment Supplies	13,000	13,994	14,000	16,000	14,000	16,000	16,000	14.3%	
Uniforms and Wearing Apparel	200	66	200	300	500	500	500	150.0%	
Meter Replacement	6,000	4,775	8,750	9,000	8,000	10,000	10,000	14.3%	
Hydrant Replacement	<u>0</u>	<u>0</u>	<u>450</u>	<u>3,200</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>	900.0%	
<i>Total</i>	47,300	43,313	50,500	55,600	54,600	58,100	58,100	15.0%	
Capital/Equipment									
Machinery and Equipment	6,200	6,164	0	464	3,000	3,000	3,000	#DIV/0!	
Motor Vehicles and Equipment	0	0	29,650	28,000	16,000	16,000	16,000	-46.0%	1/2 cost of replacing truck #2
EDP Equipment	<u>750</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>	-100.0%	
<i>Total</i>	6,950	6,164	30,150	28,964	19,000	19,000	19,000	-37.0%	
Total Water Distribution	283,943	273,949	312,984	318,933	312,896	315,396	315,396	0.8%	

Wastewater Treatment									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Personal Services									
Salaries and Wages	247,251	241,688	260,888	258,531	262,580	264,098	264,098	1.2%	
Overtime	<u>4,000</u>	<u>2,928</u>	<u>4,000</u>	<u>3,000</u>	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>	0.0%	
<i>Total</i>	251,251	244,616	264,888	261,531	266,580	268,098	268,098	1.2%	
Fringe Benefits									
FICA	19,598	18,162	20,264	20,007	20,394	20,510	20,510	1.2%	
VRS and Life Insurance	38,177	35,642	37,151	36,938	37,392	37,608	37,608	1.2%	
Medical Insurance	29,571	27,969	30,780	33,345	33,826	33,826	33,826	9.9%	
Worker's Compensation	6,868	6,399	6,726	6,543	6,456	6,456	6,456	-4.0%	
Employee Bonus	<u>4,932</u>	<u>4,186</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	#DIV/0!	
<i>Total</i>	99,146	92,358	94,921	96,833	98,068	98,400	98,400	3.7%	
Contractual Services									
Professional Services	10,445	5,119	63,000	30,000	161,238	161,238	161,238	155.9%	Includes \$153,238 for sludge handling engineering fees
Repairs and Maintenance	20,000	8,778	50,745	36,000	20,000	20,000	20,000	-60.6%	
Maintenance Service Contracts	2,850	2,471	2,850	2,850	2,850	2,850	2,850	0.0%	
Advertising	0	304	0	0	0	0	0	#DIV/0!	
Laundry and Dry Cleaning	2,000	1,785	2,000	1,800	2,000	2,000	2,000	0.0%	
Landfill Fee - Sludge disposal	<u>0</u>	<u>0</u>	<u>7,500</u>	<u>0</u>	<u>30,000</u>	<u>12,500</u>	<u>12,500</u>	66.7%	
<i>Total</i>	35,295	18,457	126,095	70,650	216,088	198,588	198,588	57.5%	
Utilities									
Electricity	<u>95,000</u>	<u>87,314</u>	<u>95,000</u>	<u>75,000</u>	<u>95,000</u>	<u>95,000</u>	<u>95,000</u>	0.0%	
<i>Total</i>	95,000	87,314	95,000	75,000	95,000	95,000	95,000	0.0%	
Communications									
Postage	100	19	100	50	100	100	100	0.0%	
Messenger Services	450	255	450	450	450	450	450	0.0%	
Telecommunications	<u>1,700</u>	<u>1,437</u>	<u>1,700</u>	<u>1,500</u>	<u>1,700</u>	<u>1,700</u>	<u>1,700</u>	0.0%	
<i>Total</i>	2,250	1,711	2,250	2,000	2,250	2,250	2,250	0.0%	
Travel									
Convention and Education	<u>2,500</u>	<u>1,781</u>	<u>2,500</u>	<u>1,800</u>	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	0.0%	
<i>Total</i>	2,500	1,781	2,500	1,800	2,500	2,500	2,500	0.0%	
Miscellaneous									
Dues and Memberships	855	922	855	855	855	855	855	0.0%	
DEQ Permit Fee	<u>8,000</u>	<u>7,947</u>	<u>9,500</u>	<u>13,261</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>	0.0%	
<i>Total</i>	8,855	8,869	10,355	14,116	10,355	10,355	10,355	0.0%	

Wastewater Treatment - Continued									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Materials and Supplies									
Office Supplies	700	650	700	700	700	700	700	0.0%	
Agricultural Supplies	200	75	200	200	200	200	200	0.0%	
Medical and Lab Supplies	25	5	25	25	25	25	25	0.0%	
Housekeeping and Janitorial Supplies	1,000	1,027	1,000	1,000	1,000	1,000	1,000	0.0%	
Repair and Maintenance Supplies	37,435	36,108	30,000	45,000	40,000	45,000	45,000	50.0%	
Vehicle and Power Equipment Supplies	15,000	14,833	18,000	13,000	18,000	18,000	18,000	0.0%	
Uniforms and Wearing Apparel	600	464	600	560	600	600	600	0.0%	
Paving	0	0	0	0	34,000	0	0	#DIV/0!	
Chemicals	21,120	20,983	18,600	20,200	21,000	21,000	21,000	12.9%	
Tools	<u>200</u>	<u>189</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	<u>200</u>	0.0%	
<i>Total</i>	76,280	74,334	69,325	80,885	115,725	86,725	86,725	25.1%	
Capital/Equipment									
Machinery and Equipment	6,700	7,636	10,000	10,000	1,191,429	1,191,429	1,191,429	11814.3%	Sludge Handling upgrade, flow meters & controller
Furniture and Fixtures	900	897	0	0	0	0	0	#DIV/0!	
Motor Vehicles and Equipment	0	0	0	0	120,000	0	0	#DIV/0!	Requested dump truck
EDP Equipment	<u>3,000</u>	<u>2,990</u>	<u>0</u>	<u>69</u>	<u>150</u>	<u>150</u>	<u>150</u>	#DIV/0!	
<i>Total</i>	10,600	11,523	10,000	10,069	1,311,579	1,191,579	1,191,579	11815.8%	
Total Wastewater Treatment	581,177	540,963	675,334	612,884	2,118,145	1,953,495	1,953,495	189.3%	

Sewage Collection									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Contractual Services									
Professional Services	0	0	0	0	48,876	48,876	48,876	#DIV/0!	Engineering for sewer main replacement
Repairs and Maintenance	36,800	20,987	46,500	46,500	46,000	40,000	40,000	-14.0%	
Maintenance Service Contracts	2,500	1,213	2,500	2,500	3,500	2,500	2,500	0.0%	
Laundry and Dry Cleaning	1,100	1,229	1,200	1,200	1,200	1,200	1,200	0.0%	
<i>Total</i>	40,400	23,429	50,200	50,200	99,576	92,576	92,576	84.4%	
Utilities									
Electricity	<u>26,000</u>	<u>24,019</u>	<u>24,000</u>	<u>24,000</u>	<u>22,000</u>	<u>24,000</u>	<u>24,000</u>	0.0%	
<i>Total</i>	26,000	24,019	24,000	24,000	22,000	24,000	24,000	0.0%	
Communications									
Messenger Services	25	0	25	25	50	50	50	100.0%	
Telecommunications	<u>5,500</u>	<u>4,970</u>	<u>5,500</u>	<u>5,500</u>	<u>5,600</u>	<u>5,600</u>	<u>5,600</u>	1.8%	
<i>Total</i>	5,525	4,970	5,525	5,525	5,650	5,650	5,650	2.3%	
Miscellaneous									
Rental, CSX	<u>475</u>	<u>238</u>	<u>475</u>	<u>475</u>	<u>450</u>	<u>450</u>	<u>450</u>	-5.3%	
<i>Total</i>	475	238	475	475	450	450	450	-5.3%	
Travel									
Convention and Education	<u>300</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>350</u>	<u>350</u>	<u>350</u>	16.7%	
<i>Total</i>	300	0	300	300	350	350	350	16.7%	
Materials and Supplies									
Repair and Maintenance Supplies	27,000	27,618	28,000	28,000	29,000	29,000	29,000	3.6%	
Vehicle and Power Equipment Supplies	11,500	11,496	12,000	12,000	12,000	12,000	12,000	0.0%	
Uniforms and Wearing Apparel	<u>100</u>	<u>166</u>	<u>300</u>	<u>300</u>	<u>500</u>	<u>500</u>	<u>500</u>	66.7%	
<i>Total</i>	38,600	39,280	40,300	40,300	41,500	41,500	41,500	3.0%	
Capital/Equipment									
Machinery & Equipment	49,000	0	48,500	48,500	49,800	49,800	49,800	2.7%	Replace pump 3 of 3
EDP Equipment	750	0	500	500	0	0	0	-100.0%	
Motor Vehicles and Equipment	0	0	12,150	10,500	16,000	16,000	16,000	31.7%	1/2 cost of replacing truck #2
Replace sewer main on W. Atlantic Street	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>259,043</u>	<u>259,043</u>	<u>259,043</u>	#DIV/0!	
<i>Total</i>	49,750	0	61,150	59,500	324,843	324,843	324,843	431.2%	
Total Sewage Collection	161,050	91,936	181,950	180,300	494,369	489,369	489,369	169.0%	

Non-Departmental									
	2011-12	2011-12	2012-13	2012-13	2013-14	2013-14	2013-14	% Change	Comments
	Final	Actual	Budget	Year-End	Department	Manager	Council	Over 2012-13	
	Budget			Projection	Request	Recommends	Approved		
Capital Improvement Projects									
Water Intake Structure	175,000	0	200,000	727,300	0	0	0	-100.0%	
Water Dist. & Treatment System Improvements	<u>10,837,000</u>	<u>0</u>	<u>10,837,000</u>	<u>160,000</u>	<u>10,149,700</u>	<u>10,149,700</u>	<u>10,149,700</u>	-6.3%	
<i>Total</i>	11,012,000	0	11,037,000	887,300	10,149,700	10,149,700	10,149,700	-8.0%	
Insurance									
General Liability Insurance (25%)	<u>58,619</u>	<u>58,619</u>	<u>60,433</u>	<u>60,433</u>	<u>53,045</u>	<u>53,045</u>	<u>53,045</u>	-12.2%	
<i>Total</i>	58,619	58,619	60,433	60,433	53,045	53,045	53,045	-12.2%	
Debt Service									
GO Refunding Bond Series 2006	299,974	88,127	223,328	223,326	225,424	225,424	225,424	0.9%	Refunded 2003A Bonds, 2036
GO Refunding Bond Series 2004A	16,386	2,163	16,040	16,032	16,080	16,080	16,080	0.2%	Refunded 1995 Bonds, 2016
GO Bond Series 2004B	108,426	62,326	108,319	108,261	108,448	108,448	108,448	0.1%	Solids Handling Facility, 2034
2007 Lease Purchase	16,072	445	2,680	2,679	0	0	0	-100.0%	
GO Refunding Bond Series 2008	226,140	126,891	226,140	226,117	226,139	226,139	226,139	0.0%	Refunded 1994 & 1996 RDA & 2006 Note Payable, 2033
USDA Rural Development Bond Series 2012	0	0	13,000	1,120	36,740	36,740	36,740	182.6%	Water Treatment Plant & Dist. Upgrade Interest Only
GO Bond Series 2013	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>73,745</u>	<u>73,745</u>	#DIV/0!	Projects - 6 mos. of debt service
<i>Total</i>	666,998	279,952	589,507	577,535	612,831	686,576	686,576	16.5%	
Operating/Capital Reserve	81,625	0	88,410	0	0	141,191	142,886	61.6%	Includes Rural Dev. required reserve of \$110,252
2% COLA Effective December 1, 2013	0	0	0	0	0	11,866	10,171	#DIV/0!	Defer until January 2014
Total Non-Departmental	11,819,242	338,571	11,775,350	1,525,268	10,815,576	11,042,378	11,042,378	-6.2%	
Grand Total Utility Fund	14,718,575	2,554,463	14,535,154	3,850,969	15,198,045	15,256,892	15,256,892	5.0%	

Proposed changes to the FY 14 budget:

GF

Revenues

Page 1	Revenues – Decrease Current Real Estate Taxes line	- \$284,998
Page 2	Revenues – Increase Waste Collection line	+\$ 6,000
Page 3	Revenues – Add VDEM Grant line	+\$ 55,860
Page 4	Revenues – Decrease Proceeds from Capital Leases line	-\$ 58,500
Page 4	Revenues – Decrease Proceeds from Loan line	-\$560,100
Page 4	Revenues – Increase Appropriated Fund Balance line	+\$560,100
Page 4	Revenues – Increase Appropriated Fund Balance line (Econ. Dev.)	+\$ 5,000
Page 4	Revenues – Increase Appropriated Fund Balance line (Turnout gear)	+\$ 8,520
Page 4	Revenues – Increase Appropriated Fund Balance line (Comm. Attorney)	+\$ 55,452
Page 4	Revenues – Increase Appropriated Fund Balance line to balance budget	<u>+\$ 2,123</u>
		-\$ 210,543

Expenditures

Page 6	City Council – Decrease Dues and Memberships line	-\$ 6,300
Page 8	City Manager – Decrease Professional Services line	-\$ 11,500
Page 16	Police – Decrease Convention and Education line	-\$ 4,000
Page 17	Police – Decrease Communications Equipment line	-\$ 25,000
Page 20	Fire – Decrease Motor Vehicle Insurance line	-\$ 3,490
Page 20	Fire – Decrease General Liability and Sickness line	-\$ 84
Page 21	Fire – Increase Uniforms and Wearing Apparel line	+\$ 8,520
Page 22	Emergency Services – Add VDEM Grant line	+\$ 55,860
Page 22	Emergency Services – Decrease VDEM Grant Match line	-\$ 12,060
Page 24	Courts – Decrease School Resource Officers line	-\$ 20,000
Page 24	Courts – Increase Commonwealth Attorney line	+\$ 55,452
Page 29	Street Maintenance – Decrease Machinery & Equipment line	-\$ 58,500
Page 35	Greensville County Public Schools – Decrease Local Funding line	-\$ 42,406
Page 35	The Improvement Assoc. – Headstart – Decrease line	-\$ 831
Page 37	Community Development – Decrease Demolition & Removal line	-\$100,000
Page 39	Economic Development – Decrease Emporia IDA line	-\$ 3,000
Page 42	EGRA Operations – Increase line to cover ice machine purchase	+\$ 3,100
Page 42	Family YMCA of Emporia-Greens. – Decrease line	-\$ 5,500
Page 42	Boys and Girls Club – Operational – Increase line	+\$ 1,500
Page 42	Community Youth Center, Ltd. – Increase line	+\$ 3,000
Page 46	Non-Departmental – Increase General Liability Insurance line	+\$ 3,622
Page 46	Non-Departmental – Decrease 2013 Lease Purchase Agreement line	-\$ 6,307
Page 46	Non-Departmental – Decrease 2013 Loan line	-\$ 35,646
Page 46	Non-Departmental – Decrease 2% COLA line – defer to 1/12/14	<u>-\$ 6,973</u>
		-\$210,543

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Expenditures

Page 48	Administration and Billing – Increase Salaries & Wages line	+\$ 1,800
Page 48	Administration and Billing – Increase FICA line	+\$ 138
Page 56	Non-Departmental – Decrease Operating/Capital Reserve line	- \$ 243
Page 56	Non-Departmental – Decrease 2% COLA line – defer to 1/12/14	<u>-\$ 1,695</u>
		\$ 0



CITY OF EMPORIA

Memorandum

May 31, 2013

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Sanitation Code Amendments – Request to Approve Ordinance
ITEM #: 13-27

As discussed at the Council Retreat and during recent budget work sessions, I am recommending several amendments to the City's sanitation collection and billing system. The major recommended amendments and clarifications include:

- Multifamily dwellings – The occupant of each unit shall be charged the \$20.50 per month sanitation fee regardless of the type of disposal and collection method utilized on the premises, i.e. use of dumpsters or trash receptacles. In those instances where a dumpster is utilized on the premises, the property owner/landlord shall construct the dumpster pad and enclosure at his/her own expense. The dumpster pad and enclosure must meet City specifications and receive City approval before construction commences.
- Commercial establishments – Businesses, industries, civic organizations, public agencies, non-profits, and any other non-residential customer shall pay \$5.00 per cubic yard for sanitation service when utilizing a dumpster. Those entities using an individual trash receptacle shall be charged the \$20.50 per month sanitation fee.
- Multiple trash receptacles – Any customer (residential or commercial) issued more than one trash receptacle shall be charged an additional \$5 per receptacle per month over the monthly base fee of \$20.50, regardless of actual use. This shall apply to both current and future customers. For example, if a customer is issued two receptacles, his/her monthly sanitation fee would be \$25.50.
- The City maintains the authority to determine the type of disposal and collection method to be utilized at each property or by each customer, i.e. use of dumpsters or trash receptacles.

Recommendation

I recommend you approve the attached ordinance amending City Code Chapter 42. Should you approve these amendments, the ordinance will become effective on July 1st.

Attachments

Ordinance

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

Ordinance

An Ordinance To Amend Chapter 42 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 Chapter 42 of the Code of Ordinances, of the City of Emporia, Virginia, is hereby amended to read as follows:

ARTICLE I. - IN GENERAL

Sec. 42-1. - Definitions.

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

Bulky waste means discarded stoves, washers, refrigerators, large furniture pieces, stumps and tires or any item in non-working or inoperable condition and possessing minimal monetary value.

Contractor or subcontractor means any person who for a fixed price, commission, fee, or by day labor, contracts to perform or supervise, in whole or in part, any activity governed by this Code.

Foreign growth means any unfamiliar, unsightly, troublesome growth, growing wild and similar to a weed.

Garbage means residential, institutional, or commercial waste which can spoil, rot, sour, or in any way become putrescible, including containers from which such materials have been removed prior to preparation.

Litter means all waste material, disposal packages or containers but not including the wastes of the primary processes of mining, logging, sawmilling, farming or manufacturing.

Rubbish means residential, institutional, or commercial waste including ashes, cans, discarded cartons, and similar wastes which cannot become putrescible.

Trade waste means dirt, mortar, wood, yarn, fabric, and similar waste materials discarded in building construction or in a manufacturing process.

Tree trimmings means limbs, brush, stumps generated in the maintenance of a premises.

Waste means any animal, vegetable or mineral substance which has been changed or altered from its original form or use through a physical or manufacturing process and has been used or partially consumed and has been rejected for its intended use.

Weeds means any common, unsightly, or troublesome plant or other vegetation injurious to improved land, growing wild and is undesirable.

Yard and garden waste means waste produced in lawn and garden maintenance of a premises and includes leaves and grass.

(Code 1972, § 9-4; Ord. No. 01-14, 2-20-01; Ord. No. 09-17, 6-2-09)

Cross reference— Definitions generally, § 1-2.

State law reference— Definitions pertaining to waste management, Code of Virginia, § 10.1-1400.

Sec. 42-2. - Cleanliness of premises, weeds and foreign growth abatement required.

It shall be unlawful for any person to deposit or cause to be deposited on any public thoroughfare, lot, or premises in the city, or permit to be deposited upon his premises or any premises contiguous thereto any animal carcass, garbage, rubbish, tree trimmings, bulky, trade, yard or garden wastes, or any other unsightly, injurious or offensive waste of any kind. In addition, it shall be unlawful for any person to place or leave any items not designed or intended for exterior use such as, but not limited to upholstered furniture, appliances, and machinery, on the exterior of any property, including porches and decks. Bulky waste, as defined, remaining on any lot, shall be placed in a fully enclosed structure or storage building. Nor shall the owner or occupant of any premises permit weeds or other foreign growth material to exceed, in growth, a height of 18 inches, in violation of this chapter, and all trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city.

Additionally, the owner of any premises in the corporate limits of the city shall cut or caused to be cut, weeds and other foreign growth on all such lots, which have been improved by the erection of residential or commercial structures, when such weeds or other foreign growth exceed a height of 12 inches. Further, for premises upon which no improvements have been made or exist, the maximum height of any such weeds and other foreign growth shall not exceed a height of 18 inches.

(1) *Notice to destroy or remove.* The city manager is hereby authorized and empowered to notify, in writing, the owner of any such premises within the city or the agent of such owner, to cut, destroy and/or remove any such trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city. Such notice shall be by certified mail, addressed to the owner or agent of the owner, at his last known address as shown on the tax books of the city.

(2) *Action upon noncompliance.* Upon the failure, neglect, or refusal of any owner or agent so notified, to cut, destroy and/or remove any such trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city within ten days after receipt of the written notice provided for in subsection (1) of this section, or within ten days after the date of such notice, if the same is returned by the post office department because of its inability to make delivery thereof, provided the same was properly addressed to the last known address of such owner, or agent, the city manager is hereby authorized and empowered to pay for the cutting, destroying and/or removal of such trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city, or order the removal of same by the city. The provisions of section 1-11 of this Code, at the discretion of the city manager, may be applied to the unlawful deposition of any trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city.

(3) *Charge included in tax bill.* When the city has effected the removal of such trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the city, or has paid for its removal the actual cost thereof, including an administrative fee of \$75.00, the city shall send the owner a statement for such costs. The costs shall be collected by the city as taxes and levies are collected.

(Code 1972, § 9-1; Ord. No. 01-14, 2-20-01; Ord. No. 01-15, 6-5-01; Ord. No. 06-44, 5-1-07; Ord. No. 06-64, 7-17-07; Ord. No. 09-17, 6-2-09)

Sec. 42-3. - Filling of lots or spaces with wastes.

No garbage or other waste material shall be dumped in any lot or space within the city for the purpose of filling or for any other purpose, without the consent of the city manager.

(Code 1972, § 9-2)

Sec. 42-4. - Development of administrative rules and regulations authorized.

The city manager is authorized to develop and enforce such rules and regulations necessary for the safe and efficient administration of the city's solid waste collection and disposal program. Rules and regulations, promulgated by the city manager, adopted by the city council, and published in a newspaper having general circulation in the city, shall be interpreted as an integral part of this chapter as if set out in full, and violations of such rules and regulations shall be punished as provided in section 1-11.

(Code 1972, § 9-3)

Sec. 42-5. - Waste authorized for collection.

The city shall collect and dispose of garbage, rubbish, tree trimmings, yard and garden waste, bulky waste, and similar wastes when properly prepared and set out for collection as prescribed in this chapter, or in accordance with rules and regulations properly established.

(Code 1972, § 9-5)

Sec. 42-6. - Waste unauthorized for collection.

The city will not collect rejected trade waste, bulky waste, tree trimmings, nor yard or garden waste when produced by a commercial establishment or contractor. Such waste shall be removed by the contractor, owner or occupant of the premises.

(Code 1972, § 9-6)

Sec. 42-7. - Collections.

~~In order to properly collect and dispose of garbage and other waste authorized for collection, the owner or occupant of any dwelling unit or institution or commercial establishment producing wastes shall provide a sufficient number of receptacles to hold all accumulated waste between scheduled city collections, and to properly cut and bundle such waste not placed in receptacles.~~

- ~~(1) **Garbage and Rubbish.** Garbage containers, other than those supplied by the city, placed for collection shall be of a capacity of not more than 30 gallons, shall be constructed of substantial weight metal or plastic material, provided with a tightfitting lid which shall be kept on the receptacle at all times, except when the receptacle is being filled or emptied, and with strong handles. The owner or occupant of any institutional or commercial establishment shall provide a proper number of commercial type receptacles, having a capacity of one cubic yard or more, suitable for mechanical collection by the city, when garbage and similar type wastes are accumulated in excess of the capacity of three 30-gallon receptacles between scheduled collections. Garbage and rubbish shall be placed in containers provided by the City. The City shall not collect garbage or rubbish~~

placed in non City issued containers. The City maintains the authority to determine the type of disposal and collection method utilized at each property or by each customer and the frequency of collection.

- (2) ~~*Rubbish Recyclables.* The owner or occupant of any premises shall prepare all rubbish for collection by the city. Rubbish must be placed in substantial bags, wooden boxes, cardboard cartons, or similar suitable enclosures for collection. Recyclable materials, as accepted by the City, shall be placed in containers provided by the City.~~
- (3) *Tree trimmings; yard and garden waste.* The owner or occupant of any premises shall prepare all tree trimmings and yard and garden waste for collection by the city. Tree trimmings shall not exceed a size and weight which would prevent their being loaded on the collection vehicle by one man. Yard and garden waste shall be boxed or bagged, except as provided in subsection (4) of this section, and no box or bag shall be of a size and weight which would prevent it being loaded on the collection vehicle by one person.
- (4) *Leaves.* The owner or occupant of any premises shall box or bag all leaves for collection by the city as prescribed for yard and garden waste in this chapter. However, during the months of October, November, December and January fallen leaves may be raked to the curbside adjacent to a premises for collection by vacuum equipment. Leaves so placed shall be free of stones, gravel, limbs, or other extraneous material.
- (5) *Bulky waste.* The owner or occupant of any residential premises may set out for collection by the city such waste items as not specified in this chapter including white goods (abandoned refrigerators, stoves, and freezers), televisions, furniture and other waste. The city manager, in addition to the authority granted by this chapter, is further authorized to charge such fees as may be required for the proper collection and disposal of bulky waste. However, such charges shall not be in excess of actual collection and disposal cost, together with such administrative expenses incidental to such collection and disposal.

(Code 1972, § 9-7; Ord. No. 10-17, 2-16-10)

Sec. 42-8. - Charges for collection and disposal generally.

~~For providing or making available garbage and refuse collection and disposal service to all citizens, residences, and commercial establishments located within the corporate limits of the city, rates or fees shall be paid as are from time to time by resolution or ordinance set by city council.~~

The rates for providing ~~garbage and refuse~~ sanitation collection and disposal service shall be as follows:

- (1) Residential service\$20.50/month/residence base fee for the first trash receptacle issued by the City. The owner or occupant of each residence shall be charged an additional \$5.00/month for each additional trash receptacle issued by the City. Fees shall be charged based on the number of receptacles issued by the City, regardless of actual use. When a City issued dumpster is utilized on the premises of a multifamily dwelling, the occupant of each individual dwelling unit shall be charged a flat fee of \$20.50/month. The landlord or property owner shall construct the dumpster pad and enclosure at his/her own expense. The dumpster pad and enclosure must meet City specifications and receive City approval before construction commences. For making residential service available, all owners or occupants of residential property with active billing accounts shall be charged the applicable fees and billed on a monthly basis. For the purposes of this section, residence shall include single family, two family, and multifamily dwellings.

- (2) Commercial service5.00/cubic yard when utilizing a City issued dumpster. When a City issued trash receptacle is utilized on the premises of a commercial establishment, the owner or occupant of such property shall be charged \$20.50/month for the first trash receptacle issued by the City. The owner or occupant of such property shall be charged an additional \$5.00/month for each additional trash receptacle issued by the City. Fees shall be charged based on the number of receptacles issued by the City, regardless of actual use. Owners or occupants of commercial establishments utilizing City sanitation collection and disposal services shall be charged the applicable fees and billed on a monthly basis. For the purposes of this section, commercial establishments include businesses, industries, civic organizations, public agencies, non-profits, and any other non-residential customer.

(Code 1972, § 9-7.1; Ord. No. 05-22, 6-21-05; Ord. No. 06-52, 6-19-07; Ord. No. 09-36, 6-16-09; Ord. No. 11-12, 6-21-11; Ord. No. 12-11, 6-19-12)

Sec. 42-9. - Billing and payment of charges.

- (a) The charges prescribed by section 42-8 may shall be billed ~~monthly or bimonthly~~. Such bills must shall be paid within 20 days after the date of such bill. Delinquent accounts will be charged \$5.00 per month and the costs associated with the collection of a delinquent account will be charged to that account. In addition, failure to pay such a bill within 20 days may result in discontinuance of the pickup service prior to the 25th of each month and in accordance with Section 78-95 of City Code to avoid discontinuation

~~of sanitation collection and disposal service. If service is discontinued due to nonpayment. Upon discontinuance of service, the City shall remove the container(s) from the premises, container will be returned to the city for storage, and landfill use will be denied to the delinquent party.~~

~~(b) The city council may authorize a discount, the amount to be determined each year, for advance payment of the refuse charges for the ensuing fiscal year, provided such payment is made within 30 days of the first month's billing date and provided the annual charges are on a fixed rate basis.~~

(Code 1972, § 9-7.2; Ord. No. 99-4, 5-18-99)

Sec. 42-10. - Receptacles—Time to place for collection.

(a) The owner or occupant of any premises shall set out all receptacles containing garbage and other waste in such locations as may be specified by the city manager, not more than one day before, nor later than 7:00 a.m. on the designated collection day. All receptacles shall be readily accessible to the collection personnel, and no city employee shall enter any building for the removal of any waste or waste receptacles.

(b) The owner or occupant of any premises shall remove all waste receptacles on or adjacent to any public street, lane, or alley not later than twenty four hours following waste collection by the city.

(Code 1972, § 9-8; Ord. No. 06-45, 5-1-07)

Sec. 42-11. - Same—Interference with.

No person, other than under the direction of the city manager, shall haul away any garbage or other waste set out for collection, nor shall any person scavenge, dump, or interfere with any waste receptacles or contents therein which has been placed for collection.

(Code 1972, § 9-9)

~~Sec. 42-12. - City sanitary landfill; rules and regulations.~~

~~The city manager shall establish rules and regulations for the use of the city sanitary landfill. It shall be unlawful for any person or business to fail, neglect or refuse to comply with such rules and regulations, so established, and paying such fees as may be established by the city council.~~

(Code 1972, § 9-10)

Secs. 42-13—42-40. - Reserved.

Editor's note— Ord. No. 01-14, adopted Feb. 20, 2001, repealed § 42-13, which pertained to weeds and foreign growth and derived from Code 1972, § 9-11. For similar material, see § 42-2

2. This ordinance shall become effective on July 1, 2013.

Adopted: June 4, 2013

City of Emporia, Virginia

By _____
Mary L. Person
Mayor

Attest:

Form Approved:

City Clerk

City Attorney



CITY OF EMPORIA

Memorandum

May 31, 2013

TO: The Honorable Mayor and City Council

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

SUBJECT: Belfield Business District Revitalization Project – Request to Adopt Documents

ITEM #: 13-28

As you are aware, the City of Emporia submitted a grant application to the Virginia Department of Housing and Community Development (DHCD) for our Belfield Business District Revitalization Project. Before the City is potentially funded for the project, you are required to adopt the attached documents. Those documents include:

- Business and Employment Plan
- Non-Discrimination Policy
- Section 504 Grievance Procedure
- Residential Anti-Displacement and Relocation Assistance Plan
- Fair Housing Certification

Recommendation

I recommend you adopt the required attached documents related to Belfield Business District Revitalization Project grant application.

Attachments

Documents

1. The City of Emporia designates as its Section 3 Business and Employment Project Area the City of Emporia.
2. The City of Emporia, its contractors, and designated third parties shall in utilizing Community Development Block Grant (CDBG) funds utilize businesses and lower income residents of the city in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for construction, non-construction, materials, and supplies, the City of Emporia, its contractors, and designated third parties shall take the following steps to utilize businesses which are located in or owned in substantial part by persons residing in the County:
 - (a) The City of Emporia shall identify the contracts required to conduct the CDBG activities.
 - (b) The City of Emporia shall identify through various and appropriate sources including:
 - Independent Messenger
 - Local Newspaper of General Circulation
- the business concerns within the city which are likely to provide construction contracts, non-construction contracts, materials, and services which will be utilized in the activities funded through the CDBG.
- (c) The identified contractors and suppliers shall be included on bid lists used to obtain bids, quotes or proposals for work or procurement contracts which utilize CDBG funds.
- (d) To the greatest extent feasible the identified business and any other project area business concerns shall be utilized in activities which are funded with CDBG funds.
4. The City of Emporia and its contractors and subcontractors shall take the following steps to encourage the hiring of lower income persons residing in the city:
 - (a) The City of Emporia in consultation with its contractors (including design professionals) shall ascertain the types and number of positions for both

trainees and employees which are likely to be used to conduct CDBG activities.

- (b) The City of Emporia shall advertise through the following sources

Independent Messenger
Project Area Newspaper of General Circulation

the availability of such positions with the information on how to apply.

- (c) The City of Emporia, its contractors, and subcontractors shall be required to maintain a record of inquiries and applications by project area residents who respond to advertisements, and shall maintain a record of the status of such inquiries and applications.
- (d) To the greatest extent feasible, the City of Emporia, its contractors, and subcontractors shall hire lower income project area residents in filling training and employment positions necessary for implementing activities funded by the Community Development Block Grant (CDBG).
5. In order to document compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1974, as amended, the City of Emporia shall keep, and obtain from its contractors and subcontractors, Registers of Contractors, Subcontractors and Suppliers and Registers of Assigned Employees for all activities funded by the CDBG. Such listings shall be completed and shall be verified by site visits and employee interviews, crosschecking of payroll reports and invoices, and through audits if necessary.

NON-DISCRIMINATION POLICY

The City of Emporia or any employee thereof will not discriminate against an employee or applicant for employment because of race, age, handicap, creed, religion, color, sex, or national origin. Administrative and Personnel officials will take affirmative action to insure that this policy shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; rates of pay or other forms of compensation; and selection for training.

Duly adopted at the regular meeting of the Emporia City Council on _____, 2013.

Signature of Authorized Official

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

All Grantees must commit to minimizing project-related displacement and the hardships it imposes. The statutory and regulatory requirements of this commitment assure that individuals who are displaced or relocated because of project activity are fairly and fully compensated, and LMI dwelling units demolished or converted to non-LMI dwelling uses are replaced. Prior to signing a contract with DHCD, the Grantee must formally adopt, make public, and certify to DHCD that it is following a Residential Anti-Displacement and Relocation Assistance Plan. The Grantee must also certify that it will minimize displacement of persons as a result of assisted activities.

1. Regardless of whether displacement or conversion to non-LMI residential use is planned as part of the project, the plan must include, at a minimum, the following:
 - a. Provision for one-for-one replacement of any LMI dwelling units demolished or converted to any other use as a result of this project;
 - b. Provision for relocation benefits to any households displaced as a result of this project;
 - c. A description of the proposed assisted activity;
 - d. Steps the jurisdiction will take to minimize the displacement of persons from their homes;
 - e. The complaint and appeals process; and
 - f. An adopted housing standard defining an unoccupiable or uninhabitable house as a dwelling unit that does not meet local building codes and cannot be rehabilitated to meet code for \$25,000 or less.
2. Projects including displacement, relocation, conversion or demolition must include all information listed above, as well as the following elements in their Anti-Displacement and Relocation Assistance Plan:
 - a. The location (mapped) and size (by number of bedrooms) of each dwelling unit that will be demolished or converted to a use other than as an LMI dwelling unit as a direct result of the assisted activity;
 - b. A time schedule for the commencement and completion of the demolition or conversion;

- c. The location (mapped) and size of units (by number of bedrooms) that will be provided as replacement dwelling units;
- d. The source of funding and a time schedule for the provision of replacement dwelling units;
- e. The policy that any fixed moving expense and dislocation allowance will be based upon the current Federal Home Administration payment schedule;
- f. The basis for concluding that each replacement dwelling unit will remain an LMI dwelling unit for at least 10 years from the date of initial occupancy; and
- g. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of LMI households in the jurisdiction.

One-For-One Replacement Rule

Projects including housing demolition or conversion must adhere to the "one-for-one replacement" rule: All occupied and vacant occupiable LMI dwelling units demolished or converted to *any use* other than as LMI dwelling units as a result of an assisted project activity must be replaced with LMI dwelling units. This is not required if Grantee can document that there are available units available to LMI in the community.

The key elements of this rule are:

1. Replacement LMI units may be provided by any government agency or private developer.
2. Replacement units must be located within the Grantee's jurisdiction, and to the extent feasible and consistent with other statutory priorities, the units shall be located in the same neighborhoods as the units replaced.
3. Replacement units must be comparable in size and number to those units demolished or converted so that at least the same number of individuals can be housed in the replacement units. Replacement units must not be smaller than those they replace, e.g., demolition of one 2-bedroom unit and construction of two 1-bedroom units.
4. Replacement units must be in standard condition.
5. Replacement units may include vacant units that have been raised to standard condition provided that:
 - a. No person was displaced from the unit as a result of an assisted project activity, and

- b. The unit was vacant for at least three (3) months before execution of the agreement between the Grantee and the property owner.
6. Replacement units must initially be made available for occupancy during the period beginning one (1) year prior to the Grantee's completion and submission of a Residential Anti-Displacement and Relocation Assistance Plan to DHCD and DHCD's approval of such a Plan and ending three (3) years after the commencement of the demolition or conversion.
7. Replacement units must be designed to remain as LMI dwelling units for at least ten (10) years from the date of initial occupancy. Replacement units may include public housing or existing housing receiving Section 8 assistance under the *Housing Act of 1937*.

Under certain narrowly defined circumstances, a Grantee may request and be granted a waiver, by HUD, of the one-for-one replacement rule. For more information on waiver requirements, contact your DHCD Community Development Specialist.

These elements point to the necessity of having complete information on the current housing stock and market in the locality. This information must be available for use and incorporated in drafting the Plan, prior to contracting with DHCD.

RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN CERTIFICATION

The City of Emporia will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate income dwelling unit as a direct result of activities assisted with funds provided under the *Housing and Community Development Act of 1974*, as amended. All replacement housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion.

Before obligating or expending funds that will directly result in such demolition or conversion, the City of Emporia will make public and advise the state that it is undertaking such an activity and will submit to the state, in writing, information that identifies:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low- and moderate-income households in the jurisdiction.

The City of Emporia will provide relocation assistance to each low/moderate – income household displaced by the demolition of housing or by the direct result of assisted activities. Such assistance shall be that provided under Section 104 (d) of the *Housing and Community Development Act of 1974*, as amended, or the *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970*, as amended.

The City of Emporia’s FY 2013 project includes the following activities:

- Commercial Façade Improvements
- Road Improvements
- Crosswalk Installation
- Public Open Space Development

The activities as planned will not cause any displacement from or conversion of occupiable structures. As planned, the project calls for the use of existing right-of-way or easements to be purchased or the utilization of tracts of land that do not contain housing. The City of Emporia will work with the grant management staff, engineers, project area residents, and the Department of Housing and Community Development to insure that any changes in project activities do not cause any displacement from or conversion of occupiable structures.

In all cases, an occupiable structure will be defined as a dwelling that meets local building codes or a dwelling that can be rehabilitated to meet code for \$25,000 or less.

Signature of Authorized Official

Date

Fair Housing Certification
Compliance with Title VIII of the Civil Rights Act of 1968

WHEREAS, the City of Emporia has submitted an application for Community Development Block Grant funding, and if awarded, will accept these federal funds authorized under the Housing and Community Development Act of 1974, as amended, and

WHEREAS, recipients of funding under the Act are required to take action to affirmatively further fair housing;

THEREFORE, the City of Emporia agrees to take at least one action to affirmatively further fair housing each grant year during the life of its project funded with Community Development Block Grant funds. The action taken will be selected from a list provided by the Virginia Department of Housing and Community Development.

Signature of Authorized Official

Date



CITY OF EMPORIA

Memorandum

May 31, 2013

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Enterprise Zone Incentives – Request to Conduct a Public Hearing
ITEM #: 13-29

As you are aware, the City of Emporia and Greensville County were awarded a joint Enterprise Zone designation earlier this year through the Virginia Department of Housing and Community Development (DHCD). As part of the application process, both localities were required to submit proposed local incentives with the application package.

The City's proposed local Enterprise Zone incentives include:

- Façade Improvement Grants
- Business Incubation Grants
- Business, Professional, and Occupational License Grants
- Machinery and Tools Investment Grants
- Business Personal Property Investment Grants
- Real Estate Tax Abatements
- Water and Sewer Tap Fee Waivers
- Permit Fee Waivers
- Loan Pool Program

Recommendation

I recommend you authorize conducting a public hearing at your June 18, 2013 meeting to consider incorporating these incentives into City Code.

Attachment

List of Proposed Local Enterprise Zone Incentives

City of Emporia

Enterprise Zone Incentives

Incentive #1 – Façade Improvement Grant (FIG)

Description: This incentive will require a 1:1 match from the property owner or tenant not to exceed \$5,000 per property per fiscal year. This incentive serves to stimulate investment into the renovation of existing commercial and downtown zoning district building facades, including signage, landscaping, parking lots, and preparation of architectural and construction plans for eligible improvements.

Financial Value of Incentive: Up to \$5,000 per property per fiscal year

Action to Implement: Local ordinance and annual budget allocation

Locality/Provider: City of Emporia – Emporia Redevelopment and Housing Authority (ERHA)

Qualification Requirements: Properties must be located within commercial or downtown zoning districts. Grants available on a first come, first served basis. Grants will be made through the ERHA only after the applicant provides proper documentation, is current on all taxes and fees owed to the City, and all work has been completed. A 1:1 match from the property owner or tenant is required. No job creation requirement. Governmental entities are excluded from participating.

Exclusive to Zone: Yes

Period of Availability: 1 grant per eligible property per fiscal year on a first come, first served basis

Effective Date: July 1, 2013

Source of Funds: City's General Fund Budget

Annual Budget Allocation, pending approval: \$25,000

Incentive #2 – Business Incubation Grant (BIG)

Description: This incentive provides rental assistance for new start-up businesses. Grants will not exceed \$5,000 per business for the 1st full year of operation only. Grants will not exceed 20% of rental rate paid by the tenant.

Financial Value of Incentive: Up to \$5,000 per new business for the 1st full year of operation

Action to Implement: Local ordinance and annual budget allocation

Locality/Provider: City of Emporia – Emporia Industrial Development Authority (IDA)

Qualification Requirements: Businesses must be located within Enterprise Zone boundaries. Grants available on a first come, first served basis to new start-up businesses. Grants will be made through the IDA only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. Grants will not exceed \$5,000 per business for the 1st full year of operation only. Grants will not exceed 20% of rental rate paid by the tenant. No job creation requirement.

Exclusive to Zone: Yes

Period of Availability: 1st full year of business operations within Enterprise Zone

Effective Date: July 1, 2013

Source of Funds: City's General Fund Budget

Annual Budget Allocation, pending approval: \$25,000

Incentive #3 – Business, Professional, and Occupational License (BPOL) Grant

Description: This incentive provides grants to new businesses based on the net increase in BPOL tax paid for the first five years of eligibility according to the following schedule:

Year 1 = 50%

Year 2 = 50%

Year 3 = 50%

Year 4 = 50%

Year 5 = 50%

Financial Value of Incentive: Varies based on net increase in BPOL tax paid

Action to Implement: Local ordinance

Locality/Provider: City of Emporia – Emporia Industrial Development Authority (IDA)

Qualification Requirements: New businesses who locate within Enterprise Zone boundaries. Grants will be made through the IDA only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. No minimum investment or job creation requirement.

Exclusive to Zone: No

Tailored to Zone: No minimum investment or job creation requirement

Period of Availability: Five year grant

Effective Date: July 1, 2013

Source of Funds: City's General Fund Budget - Tax revenues derived from net increase in BPOL tax paid

Annual Budget Allocation, pending approval: Based on qualifying businesses

Incentive #4 – Machinery and Tools (M&T) Investment Grant

Description: This incentive provides grants to new or expanding businesses based on the net increase in M&T tax paid for the first ten years of eligibility according to the following schedule:

Year 1 = 50%
Year 2 = 50%
Year 3 = 50%
Year 4 = 50%
Year 5 = 50%
Year 6 = 50%
Year 7 = 50%
Year 8 = 50%
Year 9 = 50%
Year 10 = 50%

Financial Value of Incentive: Varies based on net increase in M&T tax paid

Action to Implement: Local ordinance

Locality/Provider: City of Emporia – Emporia Industrial Development Authority (IDA)

Qualification Requirements: New or expanding businesses who locate within Enterprise Zone boundaries. Grants will be made through the IDA only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. No minimum investment or job creation requirement.

Exclusive to Zone: No

Tailored to Zone: No minimum investment or job creation requirement

Period of Availability: Ten year grant

Effective Date: July 1, 2013

Source of Funds: City's General Fund Budget - Tax revenues derived from net increase in M&T tax paid

Annual Budget Allocation, pending approval: Based on qualifying businesses

Incentive #5 – Business Personal Property (BPP) Investment Grant

Description: This incentive provides grants to new or expanding businesses based on the net increase in BPP tax paid for the first five years of eligibility according to the following schedule:

Year 1 = 50%

Year 2 = 50%

Year 3 = 50%

Year 4 = 50%

Year 5 = 50%

Financial Value of Incentive: Varies based on net increase in BPP tax paid

Action to Implement: Local ordinance

Locality/Provider: City of Emporia – Emporia Industrial Development Authority (IDA)

Qualification Requirements: New or expanding businesses who locate within Enterprise Zone boundaries. Grants will be made through the IDA only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. No minimum investment or job creation requirement.

Exclusive to Zone: No

Tailored to Zone: No minimum investment or job creation requirement

Period of Availability: Five year grant

Effective Date: July 1, 2013

Source of Funds: City's General Fund Budget - Tax revenues derived from net increase in BPP tax paid

Annual Budget Allocation, pending approval: Based on qualifying businesses

Incentive #6 – Real Estate Tax Abatement

Description: This incentive provides a 100% exemption from real estate taxes for substantially rehabilitated, renovated, or replacement of commercial or industrial properties for 10 years. The exemption shall be equal to the increase in assessed value resulting from the rehabilitation, renovation, or replacement of the structure. Total square footage of structure may not increase by more than 25%. Application fees will be waived.

Financial Value of Incentive: Varies based on net increase in assessed value of property. Application fee waiver is valued at \$75.00.

Action to Implement: Local ordinance

Locality/Provider: City of Emporia

Qualification Requirements: Properties must be located within Enterprise Zone boundaries. Property must be at least 15 years of age. Must increase assessed value of structure by at least 25%.

Exclusive to Zone: No

Tailored to Zone: Reduction in age of property requirement, reduction in assessed value improvement percentage requirement, increased term of exemption, and application fee waiver.

Period of Availability: 10 years

Effective Date: July 1, 2013

Source of Funds: No funds needed

Annual Budget Allocation, pending approval: No budget allocation needed

Incentive #7 – Water and Sewer Tap Fee Waiver

Description: This incentive provides a 100% waiver to businesses who incur water and sewer tap fees.

Financial Value of Incentive: \$3,000 per water tap waiver
\$4,000 per sewer tap waiver

Action to Implement: Local ordinance

Locality/Provider: City of Emporia

Qualification Requirements: Properties must be located within Enterprise Zone boundaries. Waivers will be granted only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. No minimum investment or job creation requirement. Governmental entities are excluded from participating.

Exclusive to Zone: Yes

Period of Availability: Upon each water and sewer tap application

Effective Date: July 1, 2013

Source of Funds: No funds needed

Annual Budget Allocation, pending approval: No budget allocation needed

Incentive #8 – Permit Fee Waiver

Description: This incentive provides a 100% waiver to businesses who incur zoning and building permit fees.

Financial Value of Incentive: Varies

Action to Implement: Local ordinance

Locality/Provider: City of Emporia

Qualification Requirements: Properties must be located within Enterprise Zone boundaries. Waivers will be granted only after the applicant provides proper documentation and is current on all taxes and fees owed to the City. No minimum investment or job creation requirement. Governmental entities are excluded from participating.

Exclusive to Zone: No

Tailored to Zone: No minimum investment required

Period of Availability: Upon each zoning and building permit application

Effective Date: July 1, 2013

Source of Funds: No funds needed

Annual Budget Allocation, pending approval: No budget allocation needed

Incentive #9 – Enterprise Zone Loan Pool

Description: Local banks commit to providing low-interest loans to businesses within the Enterprise Zone that may be used for a variety of purposes

Financial Value of Incentive: Varies

Action to Implement: Other – Commitment from local banks

Locality/Provider: Local banks

Qualification Requirements: Businesses must be located with the Enterprise Zone

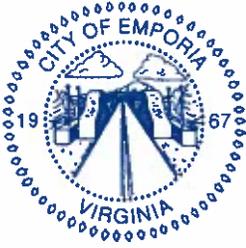
Exclusive to Zone: Yes

Period of Availability: On-going

Effective Date: July 1, 2013

Source of Funds: No funds needed

Annual Budget Allocation, pending approval: No budget allocation needed



CITY OF EMPORIA

Memorandum

May 31, 2013

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: July 2, 2013 Meeting – Request to Cancel
ITEM #: 13-30

As has been done in previous years, I am recommending you cancel your July 2, 2013 meeting due to the July 4th holiday.

*** NOTICE ***

ITEM 13-31 Civic Center Foundation – Expiration of Six Month Extension

Supporting documentation for agenda item 13-31 is currently being prepared for your review/consideration and will be distributed to you at the meeting.