



CITY OF EMPORIA

AGENDA
EMPORIA CITY COUNCIL
Regular Meeting
TUESDAY, May 20, 2014 - 6:30 P.M.

OPENING PRAYER

ROLL CALL

APPROVAL OF MINUTES

- May 6, 2014 ~ Regular Meeting
- May 6, 2014 ~ Budget Work Session
- May 14, 2014 ~ Budget Work Session

APPROVAL OF BILLS

REPORTS

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

APPROVAL OF AGENDA

UNFINISHED BUSINESS

14-13. Southside Virginia Education Center Board of Directors – Unexpired Term (Alton F. Owen, Jr.)

NEW BUSINESS

14-30 – VRS Employer Retirement Contribution Rate Election – Request to Adopt Resolution

PUBLIC COMMENT

CLOSED SESSION

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
May 6, 2014**

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 6, 2014 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 Deacon Cornell Hines offering the invocation.

ROLL CALL

The following City Council members were present:

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

Others present:

Mary L. Person, Mayor
C. Butler Barrett, City Attorney
Brian S. Thrower, City Manager
Lori R. Jarratt, Executive Secretary
Don Wyatt, Chief

Absent:

Tessie Wilkins, City Clerk

MINUTES APPROVAL

Councilwoman Temple moved to approve the minutes from the Tuesday, April 1, 2014, City Council Regular meeting and Friday April, 11, 2014 and Saturday, April 12, 2014 Retreat as presented, seconded by Councilwoman Mercer, which passed as follows:

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

APPROVAL OF BILLS

A listing of the April 15, 2014 bills was presented to City Council members.

General Fund	\$	895,005.47
Utility Fund	\$	89,093.31

Councilwoman Temple moved to approve the April 15, 2014 bills as presented, seconded by Councilman Ewing, which passed as follows:

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

GENERAL AND UTILITY FUND REVENUE AND EXPENDITURE REPORT

The quarterly General and Utility Fund Revenue and Expenditure Report ending March 31, 2014 was provided to City Council members.

There were no questions regarding this report.

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

No report was provided by Sam C. Brown, Sheriff at this meeting.

FIRE REPORT

Due to state reporting system outages, the fire report was not available at this meeting.

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 Mercer, which passed as follows:

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

UNFINISHED BUSINESS

14-13. Southside Virginia Education Center Board of Directors – Unexpired Term (Alton F. Owen, Jr.)

Mr. Thrower stated that this item had been carried over from previous regular meetings of City Council. He reported that Alton F. Owen, Jr. submitted his letter of resignation from the Southside Virginia Education Center Board of Directors effective February 6, 2014 and has an expiration date of July 1, 2015.

Councilwoman Temple stated that she had contacted someone to serve on this board but had heard back from the individual.

There were no nominations.

This item was held until the next regular meeting of City Council.

NEW BUSINESS

14-22. VML 2014 Policy Committee – Request for Nominations

Mr. Thrower stated that the Virginia Municipal League is accepting nominations for its 2014 policy committees. He also stated that only members of a council and employees of the local government are eligible to serve on these committees. He further stated that individuals may only serve on one committee. He advised that there were a total of six committees including Community & Economic Development, Environmental Quality, Finance, General Laws, Human Development & Education, and Transportation.

He stated that the following Council Members and staff were currently members of these committees:

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

He recommended Council make nominations to the aforementioned committees.

Councilman Harris made a motion to approve the current Council members and staff to their respective committees with the addition of Mayor Person to General Laws, seconded by Councilman Ewing which passed as follows:

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

14-23. Crater Regional Building Code Appeals Board – Unexpired Term (William C. Slate, Jr.)

Mr. Thrower stated that on April 30, 2014, Mr. William C. Slate, Jr.'s, five year term on the City of Emporia's Crater Regional Appeals Board expired. He advised that Mr. Slate does wish to be considered for reappointment.

Councilman Harris made a motion to reappoint Mr. William C. Slate, Jr. for another five year term, to the Crater Regional Building Code Appeals Board, with a term expiration date of April 30, 2019, seconded by Councilwoman Carey which passed as follows:

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

14-24. Industrial Development Authority – Unexpired Term (William S. Newsome)

Mr. Thrower reported that on February 28, 2014 Mr. William S. Newsome's four year term on the City of Emporia's Industrial Development Authority Board expired. He also reported that Mr. Newsome has indicated that he does wish to be considered for reappointment.

Councilman Ewing made a motion to a motion to reappoint Mr. William S. Newsome for another four year term, to the Industrial Development Authority Board, with a term expiration

date of February 28, 2018, seconded by Councilwoman Temple which passed as follows which passed as follows:

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

14-25. Water and Wastewater Agreement – Request to Adopt Resolution

Mr. Thrower stated that Greenville County Administration has requested Council adopt a resolution which ratifies the execution and delivery of the water and wastewater agreement between the City of Emporia and Greenville County Water and Sewer Authority. He also stated that Council previously authorized the City Manager to execute the agreement at the April 1, 2014 regular meeting. He further stated that he has since executed the agreement and is awaiting receipt of the execution by the GCWSA.

He recommended Council adopt the resolution.

Councilwoman Harris made a motion to approve **Resolution No. 14-01** for the Water and Wastewater Agreement between Greenville County Water and Sewer Authority and the City of Emporia which ratifies the execution and delivery of the agreement, seconded by Councilwoman Mercer which passed as follows:

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

Councilman Harris commended the City Manager and all the individuals that were involved for their work on the water and wastewater agreement.

Mr. Thrower thanked staff and City Council.

14-26. Strategic Goals, Priorities, and Roles – Request to Adopt

Mr. Thrower stated that at the annual retreat of City Council held in April, Council created their Strategic Goals, Priorities and Roles document. He also stated that staff will use this document as a guide to facilitate the achievement of Council's goals and priorities over the next three years.

He recommended that Council adopt the following Strategic Goals, Priorities and Roles:

EMPORIA CITY COUNCIL STRATEGIC GOALS

Economic Development

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

Education

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

Cultural and Recreational Opportunities

Develop cultural facilities while supporting our existing recreational providers

City Appeal

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

EMPORIA CITY COUNCIL 3-YEAR PRIORITIES

Economic Development

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

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

Education

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

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

Cultural and Recreational Opportunities

Develop cultural facilities while supporting our existing recreational providers

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

City Appeal

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

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

EMPORIA CITY COUNCIL ROLES

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

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

Councilwoman Temple made a motion to approve Council's Strategic Goals, seconded by Councilwoman Mercer which passed as follows:

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

14-27. Sexual Assault Program – Appropriation Ordinance

Mr. Thrower stated that the City receives grand funds annually from the Department of Criminal Justice Services for the City's Sexual Assault Program. He also stated that the City has received notification that the Department of Criminal Justice Services has approved an additional grant award in the amount of \$9,317 for the period ending December 31, 2014. He further stated

that Council would need to appropriate the additional funding into the FY14 budget so that these funds may be utilized for the City's Sexual Assault Program.

He recommended Council adopt the appropriation ordinance.

Councilman Ewing made a motion to adopt **Ordinance No. 14-06** to appropriate \$9,317 in grant funds from the Department of Criminal Justice Services into the FY14 budget for the City's Sexual Assault Program, seconded by Councilwoman Temple which passed as follows:

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

14-28. Four-for-Life Funds – Appropriation Ordinance

Mr. Thrower reported that the City receives Four-For-Life funds annually from the Virginia Department of Health. He also reported that the City will receive \$4,452.24 in Four-For-Life Funds this year. He further reported that the funds are given to the Greenville Volunteer Rescue Squad to be used for training or the purchase of equipment or supplies in accordance with the Code of Virginia §46.2-694. He advised that Council would need to appropriate the sum of \$4,452.24 into the FY14 budget so that the City can send these funds to the Greenville Volunteer Rescue Squad.

He recommended Council adopt the appropriation ordinance.

Councilman Harris made a motion to adopt **Ordinance No. 14-07** to appropriate the sum of \$4,452.24 in Four-For-Life funds from the Virginia Department of Health into the FY14 operating budget to be disbursed to the Greenville Volunteer Rescue Squad, seconded by Councilwoman Mercer which passed as follows:

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

14-29. Presentation by Davenport and Company – Financial Review and Debt Capacity/Affordability Analysis/Potential Refinancing Option

Mayor Person stated that Roland Kooch of Davenport and Company was in attendance to review the City's finances and discuss the potential refinancing of the City's 2008 and 2004B bonds.

She welcomed Mr. Roland Kooch and turned the presentation over to him.

Mr. Roland Kooch of Davenport and Company addressed the Mayor, City Council and staff stating that he appreciated the opportunity to be present as the City's financial advisor with a positive review and potential refinancing opportunity.

He stated that in looking at the City of Emporia's financial review and what has been faced as potentially the worst recession in 2008 there is good, strong, solid financial results. He also stated that this is a testament to the leadership of Council, staff and administrations historic and current decisions that provides the outcome of a solid financial performance.

He stated that the City obtained an initial "A" Credit Rating with its 1995 General Obligation Bond publicly offered issue. He also stated that this rating remained in effect until the 1995 Bonds were refinanced (and paid off) with a Direct Bank Loan in 2004.

He advised that the local sources of revenues increased on average 1.31% due to a combination of real estate tax and other fee increases. He also advised that the City also benefited from increases in State and Federal sources of revenue.

He stated that over the past five years, the City's Unassigned Fund balances (or "Reserves") have increased to their current \$7.0 million level which are essential to the viability of a municipality. He also stated that fund balance in today's economy directly contributes to financial flexibility.

He reported that over the past five years, the Water and Sewer Fund's cash balances (or Reserves") have increased to their current \$1.9 million level. He also reported that the \$1.9 million of cash translates into approximately 251 Days Cash on Hand. He further reported that for a system the size of Emporia's the current level of 251 Days Cash on Hand is considered good.

He reported that in the Commonwealth of Virginia cities are legally restricted to amount of general obligation debt that they can issue which is 10% of the assessed valuation of real estate. He also reported that the city's remaining legal debt margin is approximately \$8.4 million. He further reported that over time this number will continue to increase as debt is paid off.

He stated that the City's 10-year payout ratio of General Fund indebtedness is 56.1% which means that approximately \$2.9 million of the City's debt will be paid off in ten years. He also stated that at the end of year 10, the remaining outstanding debt would be approximately \$2.3 million.

He advised that the City's Tax Supported Debt as a percentage of the Total Assessed Valuation of all City taxable property in the general fund is 1.4% (excluding the guarantee of Southside Regional Jail Authority debt). He advised that this metric is a standard debt ratio that measures a local government's debt capacity versus its tax base. He further advised that the City's ratio is amongst the lowest of the Comparable Virginia City peer group and is below both the "Aa" and "A" rated medians. He recommended considering a Financial Policy Guideline that establishes a not to exceed 3.5% to 4.0% range which is consistent with strong "A/Aa" credits.

He stated that the City's ratio of Tax-Supported Debt Service Expenditures, for the general fund, as a percentage of Total Governmental Expenditures is 3.8% (based on the FY14 Budget). He also stated that this metric is a standard debt ratio that measures a local governments debt payment capacity in terms of its annual operating budget. He recommended considering a Financial Policy Guideline that establishes a not to exceed 10% range which is consistent with strong "A/Aa" credits.

He reported that the General Fund debt per capita is approximately \$901 per person. He also reported that this ratio compares total debt of local government versus population.

He stated that the Water and Sewer fund was a well-managed fund and is covering its debt service. He also stated that as debt service comes online over the next few years, it may need some rate adjustments. He further stated that water and sewer bonds and debt service typically have a lower payout ratio than General Fund type bonds.

He reported that Davenport and Company has identified the following refinancing and/or permanent financing opportunities in the City's existing debt portfolio that take advantage of the current historically low interest rate environment in order to achieve potential cash flow savings and/or reduce future interest rate exposure.

- 1) Potential refinancing of the 2008 General Obligation Bond (the "2008 Bond") for interest rate and cash flow savings.
- 2) Permanent financing of the 2004B General Obligation Bond (the 2004B Bond") in order to term out the bullet maturity due in FY2020.

He stated that at the direction of the City, on April 11, 2014 Davenport and Company distributed a Request for Proposal (RFP) for a Direct Bank Loan Refinancing (the "2014 Refinancing") that incorporates both the 2008 and 2004B Bond. He also stated that on April 29, 2014, Davenport received three proposals on behalf of the City from BB&T, Carter Bank and Trust, SunTrust Bank. He further stated that Davenport viewed Carter Bank and Trust and SunTrust Bank as the top two proposals. He advised that Carter Bank and Trust and SunTrust Bank both provided 20 year fixed rate proposals.

He reviewed the following comparison for Carter Bank and Trust and SunTrust Bank:

Carter Bank and Trust

- **Term of Loan:** 20 years -- final maturity of FY 2035 as requested.
- **Interest Rate:** Lowest fixed rate option of 3.15% that would remain fixed to the maturity of the loan in FY 2035.
- **Prepayment Provision:** Pre-payable anytime any time without penalty.
- **Bank Costs:** No additional bank closing costs. Note: the City would still have both Bond Counsel and Financial Advisory costs with the refinancing.

SunTrust Bank

- Term of Loan: 10 years – final maturity of FY 2024, Bank has sole option to extend or put back to the City.
- Interest Rate: Two 10-year interest rate options:
 - Option 1 – 2.86%
 - Option 2 – 2.69%
- Prepayment Provision:
 - Option 1 – Pre-payable anytime no penalty.
 - Option 2 – Pre-payable anytime make whole penalty.
- Bank Costs: \$2,500
- Other: Loan includes yield maintenance provision – if the Federal Corporate Tax rate decreases, the loan rate will increase in order to maintain same yield to the Bank.

He stated that while SunTrust has a lower interest rate he wanted to point out that SunTrust Bank has a yield maintenance provision which is an interest rate protection for the bank. He also stated that should circumstances change with the corporate tax laws that cause the bank to lose the coverable yield, SunTrust has the ability to raise the interest rate.

He stated that Based on the Carter Bank & Trusts Proposal, the City could potentially achieve the following results via a Direct Bank Loan on permanent financing of 2004B bond.

- The estimated interest rate is lower than the existing 3.85% and would potentially be “locked in” through the FY 2033 maturity.
- The fixed rate Carter Bank proposal eliminates future interest rate risk (i.e., there are no further interest rate resets).
- Total Savings approximates \$269,000 over the life of the transaction.
- On a present value basis the Savings translates into 4.06% of the Series 2008 Bonds refunded, which exceeds the Industry Standard benchmark of 3.0% for a transaction to be considered worthwhile.
- Based on market conditions as of April 30, 2014, a potential refinancing through VRA’s pooled loan program would only generate \$163,000 of total savings, which translates into about 2.86% present value savings.

He stated that based on the Carter Bank and Trusts proposal, the City could potentially achieve the following results via a Direct Bank Loan on permanent Financing of 2004B Bond.

- A lower estimated interest rate of 3.15%, which would be “locked in” through maturity and eliminates interest rate risk related to the FY 2020 reset.

- After factoring in upfront incremental costs (1) and prepayment premium, the New Debt Service is projected to remain approximately equal to the \$108,500 existing payments.
- Based on market conditions as of April 30, 2014, a Permanent Financing approach through VRA's pooled loan program is projected to increase the payments by approximately \$4,500 per year due to a higher cost of funds.

He stated that Davenport respectfully recommends that the City implement the 2014 Refinancing with Carter Bank and Trust for the following reasons:

- Lowest 20 year fixed rate that is fixed for the life of the loan (i.e. through FY 2035);
- Eliminates interest rate risk related to the reset provisions in the 2008 and 2004B Bonds;
- A refinancing interest rate of 3.15% that is lower than the 3.85% on the 2008 Bond and 3.64% on the 2004B Bond;
- Provides for a refinancing of the 2008 Bond that generates approximately \$269,000 of total cash flow savings; \$14,000 per year; and a 4% present value savings (note: this exceeds the 3% industry standard benchmark);
- Provides for a permanent financing of the 2004B Bond that maintains average annual debt service at or below existing budget levels (for the 2004B Bond);
- Based on market conditions as of April 30, 2014, the Carter Bank and Trust proposal provides better overall results than a VRA alternative; and
- The Carter Bank and Trust proposal does not have any put conditions the interest rate risk that is imbedded in SunTrust's 10 year put proposal.

Mayor Person thanked Roland Kooch for his attendance and presentation. She also stated that the City's financial state is because of the excellent job done by council and management. Mr. Kooch stated that Davenport would agree with her remarks.

Councilman Harris inquired if the cost that the City would have for bond counsel and financial advisory services for the refinancing were included in the amounts that have been provided. Mr. Kooch advised that both of these amounts are included in the loan figures.

Councilman Harris made a motion to approve **Resolution No. 14-02** authorizing the issuance and sale of a general obligation refunding bond, series 2014, of the City of Emporia, Virginia, and providing for the form, details and payment thereof seconded by Councilman Ewing which passed as follows:

Councilman F. Woodrow Harris	aye
Councilwoman Doris T. White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman L. Dale Temple	aye

Councilwoman Deborah D. Lynch	aye
Councilman James E. Ewing, III	aye
Councilwoman Carol Mercer	aye

PUBLIC COMMENT

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

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

ADJOURNMENT

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

Mary L. Person, Mayor

Lori R. Jarratt, Executive Secretary

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
BUDGET WORK SESSION
May 6, 2014**

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.

The following City Council members were present:

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

Others present:

Mary L. Person, Mayor
Brian S. Thrower, City Manger
Lori R. Jarratt, Executive Secretary
Sheila Cutrell, Finance Director
Royal Jones, Public Works Director
Linwood Pope, Director of Utilities
Tom Delbridge, Water Treatment Plant Superintendent
Melvin Prince, Wastewater Treatment Plant Superintendent
Don Wyatt, Chief of Police

Absent: Tessie Wilkins, City Clerk

Presentation of the Proposed General and Utility Fund Budgets

Mr. Thrower stated that the proposed FY15 General Fund budget is \$19,520,597 with Departmental requests totaling \$21,686,195. He also stated that the primary impacts to the City's FY15 budget include a 14.5% health insurance increase (\$65,177), increase in the City's share of funding for the Greensville County Public School System (\$47,745), and the City's share of debt service for the Commonwealth Attorney's Office (\$37,368). He further stated that he was also proposing a 2% COLA increase (\$41,881) effective January 11, 2015. He advised that the \$100,000 loss of leachate acceptance revenue that had been transferred from the Utility Fund to the General Fund has been replaced by a Payment in Lieu of Taxes (\$124,106) from the Utility Fund.

He reported that in terms of school funding, the School Board requested a total of \$8,225,631 in local funds. He also reported that this is an increase of \$1,067,492 over the approved FY14 budget (\$7,158,139). He advised that the City of Emporia and Greensville County

Administration have tentatively agreed to a joint funding increase figure of \$237,000. He also advised that the City's increase in contribution to the school system using that figure is \$47,745 for a total City contribution of \$3,420,258. He further reported that this increase is equivalent to approximately 1.4 cents on the real property tax rate using a 98% collection rate (1 penny @ a 98% collection rate = \$35,087 in revenue). He stated that the proposed local funding increase will help offset health insurance and Virginia Retirement System (VRS) rate increases.

He stated that major initiatives included the S. Main Street Enhancement Project, W. Atlantic Neighborhood Improvement Project, and Belfield Downtown Revitalization Project continue to be funded in the proposed budget. He also stated that other projects including Phase II of Farmers Market Trailhead Project, Emporia Industrial Park drainage improvements, improvements to the Emporia Animal Shelter, and the City's share of funding for the E. Atlantic Street Reconstruction Project have not been included in the proposed budget. He further stated that he may be asking Council to consider funding these projects separately over the course of FY15 after plans have been more fully developed and actual bids have been received. He advised that any City funding for these projects will need to be appropriated from Fund Balance.

He reported that he was proposing to purchase two Police cruisers (\$66,000), two Public Works pick-up trucks (\$44,796), an asphalt roller (\$18,000), and a pressure washer (\$4,000). He also reported that these vehicles and equipment would be financed for three years.

He stated that in order to balance the proposed FY15 budget, he was proposing a 7 cent increase in the real property tax rate. He also stated that approximately 2 cents of this proposed increase is to offset the decline in real estate values. He further stated that the other 5 cents is primarily attributed to the aforementioned increases in health insurance, school funding, and Commonwealth Attorney's Office debt service. He advised that this would increase Emporia's real property tax rate to \$0.92 per \$100 valuation. He also advised that according to the Weldon Cooper Center for Public Service, the mean (average) real property tax rate for Virginia cities is 97 cents and the median is \$1.03. He further advised that should Council approve the proposed real property tax rate increase, Emporia's rate will still be lower than the mean and median for Virginia cities.

He advised that the proposed FY15 Utility Fund budget stands at \$17,631,869 with Departmental requests totaled \$18,513,368.

He stated that the proposed FY15 water rates are as follows:

Current Water Rates		Proposed FY15 Water Rates	
Minimum 2,000 gallons	\$17.66	Minimum 2,000 gallons	\$20.31 – 15%
Next 48,000/1,000	\$ 7.90	Next 48,000/1,000	\$ 9.48 – 20%
Over 50,000/1,000	\$ 4.98	Over 50,000/1,000	\$ 5.73 – 15%

He advised that the proposed FY15 sewer rates are as follows:

Current Sewer Rates		Proposed FY15 Sewer Rates	
Minimum 2,000 gallons	\$18.27	Minimum 2,000 gallons	\$20.10 – 10%

Next 48,000/1,000	\$ 6.53	Next 48,000/1,000	\$ 7.51 – 15%
Over 50,000/1,000	\$ 5.22	Over 50,000/1,000	\$ 5.74 – 10%

He stated that as Council may be aware, the Water Treatment Plant Upgrade Project is currently underway. He also stated that construction is expected to be completed by September 2015. He further stated that new initiatives included in the proposed budget, City Administration proposes to move forward with improvements to the Water Distribution System (\$2,500,000), the W. Atlantic Sewer Main Replacement Project (\$420,000), and improvements to the Wastewater Treatment Plant (\$1,650,000). He advised that the aforementioned water and sewer rate increases are required in order to pay the debt service (20 years) on these projects, as well as cover the proposed 2% COLA increase (\$9,833) effective January 11, 2015, the 14.5% health insurance increase (\$13,623), and the Payment in Lieu of Taxes expenditure (\$124,106) that is shown as revenue in the General Fund budget.

Discussion of Proposed Utility Fund Budget

Review of Proposed Revenues

Councilman Ewing inquired as to the total amount of leachate collected last year. Ms. Cutrell advised that \$20,000 has been collected in the current fiscal year and approximately \$145,000 was collected in FY13.

Review of Proposed Expenditures

Water Distribution

Mr. Thrower stated that the eight inch water lines that run under Interstate 95 that were installed in 1910 and 1925 needed to be replaced.

Councilman Harris inquired if the timing of the financing and construction would require a full year of debt service. Mr. Pope advised that the project would begin in approximately three months.

Wastewater Treatment Plant

Mr. Thrower advised that the Wastewater Treatment Plant Cannibal System upgrade will cost \$1.65M to complete and is a required project to adhere to Department of Environmental Quality regulations.

Mr. Prince stated that the cannibal system is not performing like it should. He also stated that based on DEQ regulations sludge should not be wasting into the lagoon as it does currently.

Councilman Harris inquired about the \$375,000 received from Siemens. Ms. Cutrell advised that this amount is included on the revenue side as appropriated fund balance.

Sewage Collection

Mr. Thrower stated that the sewer main on West Atlantic Street in front of Royal Baptist Church extending 2,000 linear feet to Advance Auto Parts was in need of replacement.

Councilman Harris stated that some of the proposed projects could be prioritized with the Wastewater Treatment Plant being first.

Discussion of Proposed General Fund Budget

Review of Proposed Revenues

Mr. Thrower advised that real estate was the City's biggest revenue source with a 98% collection rate.

Police – Animal Control

Mr. Thrower stated that the FY15 proposed budget reflected the reclassification of the current Animal Control Officer to Senior Animal Control Officer and also reclassifies one Communications Dispatcher position to Animal Control Officer.

Councilman Ewing inquired if there were enough calls to justify two Animal Control positions. Chief Wyatt stated that they average one call per hour.

Councilman Harris inquired if dispatch was on eight hour shifts. Chief Wyatt stated that dispatch was currently on eight hour shifts.

Councilman Ewing inquired about regular overtime. Chief Wyatt stated that the majority of regular overtime that is paid is when court is scheduled on a day that the officer is off or possibly an arrest near the time of shift change.

Councilman Harris stated that the possibility of a pet cemetery should not be dismissed as a revenue source.

There was no further discussion

ADJOURNMENT

With no further business to be presented before City Council members, the budget work session was adjourned.

Mary L. Person, Mayor

Lori R. Jarratt, Executive Secretary

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
BUDGET WORK SESSION
May 14, 2014**

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.

The following City Council members were present:

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

Others present:

Mary L. Person, Mayor
Brian S. Thrower, City Manger
Lori R. Jarratt, Executive Secretary
Sheila Cutrell, Finance Director
Royal Jones, Public Works Director
Don Wyatt, Chief of Police

Absent: Tessie Wilkins, City Clerk

Proposed Greenville County School System Budget – Dr. Phillip Worrell

Mayor Person opened the meeting and welcomed Dr. Phillip Worrell, Superintendent, Greenville County Schools.

Dr. Worrell stated that the budget adopted by the Greenville County School Board for 2014-2015 shows state numbers that are based on the Governor's introduced budget from December 2013 as the General Assembly has not adopted a budget.

He advised that the adopted school budget includes the following changes from the current budget:

- An increase of \$367,000 in VRS (of which \$193,000 is local share)
- Health insurance increase of 2.8% (\$44,000)
- 3% raise for all staff (\$480,000)
- Adding two teachers and an aide to Pre-kindergarten (local costs of \$30,000)
- Restored a nurse cut from last year's budget that was later filled for the current year due to student needs (\$55,000);

- Restore 5.5 teachers from programs that had been cut in previous years (2 math teachers and 3.5 elective teachers); and
- Restore \$25,000 in instructional materials, supplies, and equipment cut from earlier budgets.

He stated that based on the budgets adopted by the House of Delegates and Senate, the final state funds should be a little more than what is included in this budget.

He advised that since 2008 48.3 positions have been cut.

Councilman Ewing inquired if each school had EpiPens and defibrillators? Dr. Worrell stated that each school does have EpiPens and defibrillators. He also stated that the school system has one Registered Nurse and two Practical Nurses.

Councilman Harris took a moment to thank Dr. Worrell for his years of service and wished him all the best in his upcoming retirement. Dr. Worrell stated that it had been a pleasure working with a wonderful school board and great community.

Councilman Harris inquired as to what prompted a 3% increase without a state budget being in place. Dr. Worrell stated that the 3% increase was in the budget because it was needed. He also stated that this would be the first year since 2009 that teachers had received a raise. He also stated that there has been no step raises in quite a few years.

Dr. Worrell stated that the City's portion of funding covers Virginia Retirement System and health insurance. He also stated that the disbursement of the City's school funding was not controlled by the City.

Ms. Cutrell stated that the City proposed level funding plus additional funds to cover \$193,000 for VRS and \$44,000 for health insurance.

Councilman Ewing inquired if Virginia Lottery funds were paid to the City or directly to the schools. Ms. Cutrell stated that these funds were paid directly to the schools.

Ms. Cutrell advised that Greensville County's ADM numbers decreased by 20.45 students and the City's ADM numbers increased by 25.91 students.

Dr. Worrell stated that based on the amounts that have been recommended by the Greensville County Administrator and the City Manager a 2% increase could be possible.

There was no further discussion regarding the school budget.

General Fund

Ms. Cutrell advised that savings of \$154,474 have been identified from the TEA21 grant and match. She also stated that after receiving invoices from Verizon and Dominion Virginia Power, the City will be using funds from the current budget to pay \$69,342.05 match to the grant. She further advised that these funds will not be required for FY15, reducing the match needed in FY15 to \$87,755. She stated that \$85,132 can be carried forward into next year's budget to help fund the required match for FY15.

Mr. Thrower advised that this savings was equivalent to 4.4 cents on the tax rate at a 98% collection rate.

Animal Control

Mr. Thrower stated that the proposed budget reflected eliminating the vacant Communications Dispatch position and move to Animal Control Officer. He also stated that the current Animal Control Officer would need to be reclassified to supervise the Animal Control Officer with a two-step increase or approximately 5%.

Chief Wyatt stated that no other localities comparable to the City have only one Animal Control Officer.

Councilman Ewing inquired if Animal Control would share a vehicle. Chief Wyatt stated that currently they are using a vehicle that was designated for school travel. He also stated that they had an old K-9 cage unit which was installed in this vehicle for use.

Emergency Services

Councilman Ewing inquired about the Chowan River Basin Taskforce stream gauges. Mr. Thrower advised that Sussex, Surry, Greensville, Southampton, Isle of Wight, Franklin, and Emporia, who are located in the Chowan River Basin, had a memorandum of agreement to install gauges on the Meherrin River, Nottoway River and the Blackwater River to gauge the likelihood of a flood event and to give early warning.

Facilities Management

Councilman Ewing inquired if classes were held at the Truck Driver Training Facility? Councilwoman Temple stated that classes were held at the facility.

Courts

Mr. Thrower stated that the jail budget had not been adopted.

Councilman Harris inquired about the jail bed count. Ms. Cutrell advised that the funding for FY15 is based on a three year average of jail bed days.

Sheriff

Mr. Thrower stated that there were no significant changes in the sheriff's budget. He stated that there was a departmental request for a new vehicle but was not recommended.

Mayor Person stated that the Sheriff was having some problems with his vehicle. She inquired if the request specified which vehicle needed to be replaced.

Mr. Thrower stated that the Sheriff did not specify which vehicle needed to be replaced but he would find out.

Library

Councilwoman Temple inquired if Brunswick County employed the library employees. She also stated that the library does a wonderful job.

Councilman Harris stated that if the teachers and city employees receive a raise, then there should be a consideration of an increase for library employees.

Ms. Cutrell advised that their request included a 4% raise. She also stated that since 2012 they have received a 1% increase due to changes in VRS and tax code. She further stated that funding includes a \$3,823 shortfall. She stated that there is a \$4,750 increase over present year funding requested.

Community Development

Mr. Thrower advised that there were some changes in the salary line item due to hiring Dr. Edwin C. Daley as Assistant City Manager.

Economic Development

Mr. Thrower stated that there were no significant changes to this budget.

Councilwoman Temple stated that she would like to see an increase in the Emporia/Greenville Mega Site Project/RIFA line item.

It was the consensus of Council to come back to this item.

Parks and Recreation

Mr. Thrower stated that the \$10,000 CYC capital request could potentially come out of fund balance. He also stated that the CYC is to match these funds to cover the demolition cost from Harrell Contracting in the amount of approximately \$20,000.

Councilwoman Carey stated that the CYC would like to keep the pool house and renovate the other building.

Mr. Thrower stated that prior to disbursing the funds to the CYC, proof of demo would need to be provided or have the contractor send the city a bill for up to \$10,000.

Extension

Mr. Thrower stated that the 4-H Scholarship program was for summer camps.

Ms. Cutrell stated that the County did fund this program. She also stated that the County funds would be used for county residents and City funds would be used for City residents that attended the camp.

Civic and Community

Mr. Thrower stated that it was his recommendation to not fund the Coalition for Delaying Parenthood in Youth.

He also stated that he had recommended not to fund Virginia Legal Aid Society because they did not have an office in the city.

Councilman Ewing stated that the \$600 was a small token to include in the budget for Med-Flight as State Police does not charge to pick up a patient.

There was no further discussion

ADJOURNMENT

With no further business to be presented before City Council members, the budget work session was adjourned.

Mary L. Person, Mayor

Lori R. Jarratt, Executive Secretary

Review of Bills

May 20, 2014

GENERAL FUND

LEGISLATIVE

Bank of America	200.84
Creedle, Jones, & Alga, PC	4,500.00
Ewing, III, James	225.00
Mercer, Carol	30.00
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	9.21
Verizon	17.24
White, Doris T.	150.00
Xerox Corporation	89.93

EXECUTIVE

A. Tyler St. Clair	4,000.00
Bank of America	1,602.64
Department of Motor Vehicles	30.00
Emporia-Greenville Chamber	280.00
Independent Messenger	341.56
Lakiesha Powell - Richmond Times	13.00
Pembroke Occupational Health	283.00
Pitney Bowes	681.00
Telpage, Inc.	84.95
Treasurer of Virginia - VITA	18.82
United Parcel Service	3.64
Verizon	305.19
VML Insurance Programs	36,236.00
Xerox Corporation	116.15

LAW

Barrett Law Office, PC	2,863.05
C. Butler Barrett	771.20
Troutman Sanders, LLP	3,145.50

REGISTRAR

Bank of America	91.06
Treasurer of Virginia - VITA	0.76
Verizon	19.20

EMERGENCY SERVICES

Bank of America	325.00
Sadler Brothers Oil Company, Inc.	123.48
Treasurer of Virginia - VITA	4.84
Verizon	38.40
Verizon Wireless	49.77
Xerox Corporation	1.40

VICTIM WITNESS

VJCCCA/FAMILY VIOLENCE PREVENTION

Behavioral Interventions	103.81
Eric Holloman	18.00
Harris, F. Woodrow	87.98
Ogburn Signs	70.00
Sadler Brothers Oil Company, Inc.	341.83
Telpage, Inc.	49.95
Treasurer of Virginia - VITA	8.05
Verizon	113.29
Verizon Wireless	448.73
VML Insurance Programs	484.00

SHARED SERVICES

County of Greenville	437,956.51
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FINANCE

Anthem Blue Cross/Blue Shield	39,490.28
Bank of America	322.84
Treasurer of Virginia - VITA	11.37
Treasurer of Virginia - VRS	59,815.49
Verizon	57.35
VML Insurance Programs	29,766.25
Xerox Corporation	95.48

TREASURER

Bank of America	99.98
Pam Lifsey	77.67
Postmaster	220.00
Treasurer of Virginia - VITA	400.10
Verizon	155.87
Virginia Employment Commission	931.00
Xerox Corporation	2.38

COMMISSIONER OF REVENUE/ASSESSOR

Commission of the Revenue Assoc.	40.00
Treasurer of Virginia - VITA	418.81
V.A.A.O.	60.00
Verizon	83.54
Xerox Corporation	0.05

DEBT SERVICE

BB&T Governmental Finance	7,553.54
Carter Bank & Trust	78,914.04
First Citizens Bank	3,927.16
The Bank of Hampton Roads	3,665.43
USDA Rural Development	5,000.00

Review of Bills May 20, 2014

SHERIFF

Dell Marketing LP	1,281.70
Elizabeth Gay	259.98
Emporia CNBB, LP	325.00
Sadler Brothers Oil Company, Inc.	362.90
Telpage, Inc.	39.99
Treasurer of Virginia - VITA	2.06
Verizon	104.68
Verizon Wireless	91.08

COURTS

Connie Louise Edwards, P.C.	120.00
Crater Youth Care Commission	7,063.00
Southside Regional Jail	101,061.00
Townsend Law Office	120.00
Treasurer of Virginia - VITA	15.96
Verizon	94.02
Waldrop Law Office, PLLC	120.00

FIRE

Bank of America	2,384.61
City of Emporia Utility Fund	179.58
Dominion Virginia Power	964.59
Houchins Pest Control	18.50
MES - Virginia	1,872.48
Morris Refrigeration Company, Inc.	140.56
Old Hickory Buildings, LLC	3,095.00
Parker Oil Company, Inc.	701.12
Sadler Brothers Oil Company, Inc.	188.37
Telpage, Inc.	39.95
Treasurer of Virginia - VITA	12.08
Verizon	153.60
Verizon Wireless	182.16
VML Insurance Programs	2,705.50

PARKS & RECREATION

Bank of America	-40.04
Calhoun Enterprises	300.00
Cintas Corporation	17.32
Fuel Freedom Card	117.92
Sadler Brothers Oil Company, Inc.	516.65

ECONOMIC DEVELOPMENT

Bank of America	93.24
Emporia-Greenville Chamber	10.00
Sadler Brothers Oil Company, Inc.	36.80
Treasurer of Virginia - VITA	27.53
United Parcel Service	3.64
Verizon	19.20
Verizon Wireless	49.77
Xerox Corporation	90.15

NON-DEPARTMENTAL

Emporia-Greens. Local Law Library	552.00
Meherrin Regional Library	7,711.25
Treasurer Virginia Tech	5,158.96

PLANNING AND ZONING

American Housing Specialist	1,879.30
Bank of America	311.26
Community Planning Partners	4,115.00
Cynthia Batts	241.80
Dell Marketing LP	1,359.70
Doretha Taylor	177.80
Ed Daley	806.40
Emporia-Greenville Chamber	10.00
H. G. Reynolds Company, Inc.	42,795.08
Independent Messenger	248.40
John L. Walston	606.10
Kyle Green	194.52
Mike Allen	26.00
S. L. Hill Construction, Inc.	14,058.58
Sadler Brothers Oil Company, Inc.	268.41
Stantec Consulting Services, Inc.	2,684.50
Treasurer of Virginia - VITA	9.74
Verizon	481.67
Verizon Wireless	111.05
Wilbert Williams & Sons Bldg. Contr.	25,196.37
Xerox Corporation	104.37

POLICE

Bank of America	2,634.59
Cobb Technologies	178.00
Da Pro Systems, Inc.	2,701.53
Jim's Pawn Shop	1,267.35
MCI	4.25
Pugh Lubricants	1,892.49
Sadler Brothers Oil Company, Inc.	8,466.78
Telpage, Inc.	59.95
Treasurer of Virginia - VITA	2,200.81
Troy Watson	100.00
Verizon	1,331.86
Verizon Wireless	618.51

ANIMAL CONTROL

Bank of America	149.04
Sadler Brothers Oil Company, Inc.	211.47
Verizon Wireless	45.35

Review of Bills May 20, 2014

FACILITIES

Amerigas Propane	2,296.96
Bank of America	1,048.78
Cintas Corporation	328.52
City of Emporia Utility Fund	35.06
Commonwealth Exterminators, Inc.	104.00
County of Greenville	1,237.00
Dominion Virginia Power	2,932.79
Houchins Pest Control	338.75
Jerry's Professional Carpet Cleaning	990.00
Mecklenburg Electric Cooperative	1,082.73
Morris Refrigeration Company, Inc.	3,363.60
R & C Electric Service, Inc.	860.30
The Yellow Room, Inc.	849.36

PUBLIC WORKS

Bank of America	4,969.56
Brunswick Landfill	2,898.59
Cintas Corporation	928.15
Dominion Virginia Power	6,842.41
Fuel Freedom Card	4,140.98
Greenville County Landfill	11,953.56
Holiday Ice	98.33
International Salt Company, LLC	7,198.31
Lee Hobbs	19.04
Machine & Welding Supply Company	266.50
Mecklenburg Electric Cooperative	1,521.81
Pugh Lubricants	4,150.40
Rightmyer Machine Rentals, Inc.	5,030.43
Sadler Brothers Oil Company, Inc.	2,260.82
Southside Regional Jail	711.40
T & H Electrical Corporation	2,250.00
Telpage, Inc.	39.95
Toter, Inc.	6,288.00
Treasurer of Virginia - VDOT	395.68
Treasurer of Virginia - VITA	25.23
Verizon	290.86
Verizon Wireless	211.59

TOTAL GENERAL FUND \$1,061,393.85

UTILITY FUND

Anthem Blue Cross/Blue Shield	9,362.00
Bank of America	7,197.75
Brenntag Mid-South, Inc.	2,682.35
Carter Bank & Trust	174,631.39
Century Mfr.	133.74
Cintas Corporation	842.14
Cobb Technologies	90.00
Deluxe Business Checks	109.07
Dewberry Engineers, Inc.	25,963.00
Dominion Virginia Power	4,945.97
Electric Motor Shop	8,962.41
Fortiline Waterworks, Inc.	1,326.50
Fuel Freedom Card	535.71
Holiday Ice	10.92
Jeffrey Roach	50.00
Linwood Pope	342.67
Mecklenburg Electric Cooperative	8,822.35
Melvin W. Prince, Jr.	480.87
Parker Oil Company, Inc.	981.60
Postmaster	741.90
Pugh Lubricants	1,037.58
Reliable Office Supplies	474.65
Roanoke Rapids Sanitary District	40.00
Sadler Brothers Oil Company, Inc.	1,244.09
Suffolk Solutions	3556.32
Sydnor Hydro, Inc.	47,800.00
Telpage, Inc.	79.90
Total Products Company	169.55
Treasurer of Virginia - VITA	17.14
Treasurer of Virginia - VRS	15,556.30
United Parcel Service	31.29
VDH - Waterworks Technical Assist.	1,785.48
Verizon	785.08
Verizon Wireless	234.20
Virginia Employment Commission	613.90
VML Insurance Programs	18,250.25
VUPS	40.13

TOTAL UTILITY FUND \$339,928.20

**CITY OF EMPORIA
CITY COUNCIL MEETING
May 20, 2014
AGENDA MEMORANDUM**

**SUBJECT: FINANCIAL STATEMENT
COLLECTIONS 2013
COLLECTIONS 2010-2012
COLLECTIONS 2007-2009
DELINQUENT TAX SUMMARY-ALL YEARS
2013 PPTRA ALLOTMENT-COMPARISON
SALES & USE TAX COMPARISON
MONTHLY UTILITY DEPT. COMPARISON
CUT OFFS FOR UTILITY CUSTOMERS
UNCOLLECTED UTILITY BILLS
BOOT COLLECTIONS**

W. S. HARRIS, JR., TREASURER

Financial Statement

April 30, 2014

CHECKING / DAILY INVESTMENT	General Fund	Utility Fund
	1,647,878.88	570,834.51

CERTIFICATES OF DEPOSIT / INVESTMENTS

FIRST COMMUNITY BANK	\$384,696.90	MMF @ .07%	NA	GF
CARTER BANK & TRUST	\$752,528.55	12 Mos @ .45%	6/28/2014	GF
CARTER BANK & TRUST	\$1,513,848.22	12 Mos @ .55%	1/7/2015	GF
CARTER BANK & TRUST	\$1,012,285.34	12 Mos @ .60%	1/30/2015	GF
CARTER BANK & TRUST	\$1,012,285.34	12 Mos @ .60%	1/30/2015	GF
CARTER BANK & TRUST	\$776,553.95	12 Mos @ .65%	2/5/2015	GF
CARTER BANK & TRUST	\$506,542.61	12 Mos @ .65%	2/5/2015	GF
CARTER BANK & TRUST	\$506,542.61	12 Mos @ .65%	2/5/2015	GF

FIRST COMMUNITY BANK	\$504,845.60	MMF @ .07%	NA	UT
CARTER BANK & TRUST	\$504,616.08	12 Mos @ .55%	1/7/2015	UT
CARTER BANK & TRUST	\$505,891.05	12 Mos @ .60%	1/30/2015	UT

Apr-14

RECAP OF 2010 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)		
Real Estate	2,976,993.81	0.00	3,324.20	2,973,669.61	2,962,817.59	10,852.02
Personal Property	1,141,435.34	99,940.97	56,688.86	1,184,687.45	1,177,292.66	7,394.79
Decals	107,658.50	9,563.00	5,444.15	111,777.35	108,443.70	3,333.65
Personal Property Relief	578,916.57	34,959.61	29,395.11	584,481.07	576,652.55	7,828.52
Public Service	165,731.98	0.00	8,167.59	157,564.39	157,564.39	0.00
TOTAL	4,970,736.20	144,463.58	103,019.91	5,012,179.87	4,982,770.89	29,408.98
2010 Real Estate Tax Collections		99.63%	2010 Personal Property Tax Relief		98.66%	
2010 Personal Property Tax Collections		99.37%	2010 Public Service Tax Collection		100.00%	

RECAP OF 2011 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)		
Real Estate	2,984,406.93	0.00	3,000.24	2,981,406.69	2,966,941.16	14,465.53
Personal Property	1,244,373.63	26,690.75	33,638.35	1,237,426.03	1,232,894.57	4,531.46
Decals	111,029.00	8,475.00	6,009.93	113,494.07	108,864.10	4,629.97
Personal Property Relief	557,964.29	30,384.27	29,883.36	558,465.20	550,731.25	7,733.95
Public Service	156,479.42	0.00	0.00	156,479.42	156,479.42	0.00
TOTAL	5,054,253.27	65,550.02	72,531.88	5,047,271.41	5,015,910.50	31,360.91
2011 Real Estate Tax Collections		99.51%	2011 Personal Property Tax Relief		98.61%	
2011 Personal Property Tax Collection		99.63%	2011 Public Service Tax Collection		100.00%	

RECAP OF 2012 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)			(B)		
Real Estate	3,019,463.59	1,020.90	2,415.91	3,018,069.30	2,991,155.46	26,913.84
Personal Property	1,224,318.90	68,794.39	32,993.06	1,260,120.23	1,249,448.89	10,671.34
Decals	104,243.00	9,600.50	4,170.00	109,673.50	102,361.16	7,312.34
Personal Property Relief	560,183.75	63,406.00	42,878.85	580,710.90	564,624.44	16,086.46
Public Service	173,064.34	0.00	0.00	173,064.34	173,064.34	0.00
TOTAL	5,081,273.58	142,821.79	82,457.10	5,141,638.27	5,080,654.29	60,983.98
2012 Real Estate Tax Collections		99.10%	2012 Personal Property Tax Relief		97.22%	
2012 Personal Property Tax Collections		99.15%	2012 Public Service Tax Collection		100.00%	
2012 License Fee Collections		93.33%				

Apr-14

RECAP OF 2007 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,673,531.26	29,166.22	14,468.19	2,688,229.29	2,684,919.82	3,309.47
Personal Property	1,270,481.69	232,305.66	109,391.44	1,393,395.94	1,389,358.83	4,037.11
Decals	444,139.00	30,539.61	8,576.33	466,102.28	463,339.57	2,762.71
Personal Property Relief	549,911.50	5,471.39	137,247.89	418,135.00	412,093.12	6,041.88
Public Service	140,577.17	4,462.35	0.00	145,039.52	145,039.52	0.00
TOTAL	5,078,640.62	301,945.23	269,683.85	5,110,902.03	5,094,750.86	16,151.17
2007 Real Estate Tax Collections		99.87%	2007 Personal Property Tax Relief		98.55%	
2007 Personal Property Tax Collections		99.71%	2007 Public Service Tax Collection		100.00%	

RECAP OF 2008 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,703,731.80	15,916.97	11,236.65	2,708,412.12	2,704,090.57	4,321.55
Personal Property	1,288,745.41	42,594.01	82,647.30	1,248,692.12	1,242,785.37	5,906.75
Decals	110,269.50	9,823.17	6,545.00	113,547.67	109,487.70	4,059.97
Personal Property Relief	548,290.97	39,726.80	28,914.65	559,103.12	549,478.70	9,624.42
Public Service	149,011.30	5,341.13	5,341.13	149,011.30	149,011.30	0.00
TOTAL	4,800,048.98	113,402.08	134,684.73	4,778,766.33	4,754,853.64	23,912.69
2008 Real Estate Tax Collections		99.84%	2008 Personal Property Tax Relief		98.28%	
2008 Personal Property Tax Collection		99.53%	2008 Public Service Tax Collection		100.00%	

RECAP OF 2009 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,942,633.61	3,808.18	6,400.94	2,940,040.85	2,932,083.31	7,957.54
Personal Property	1,214,926.66	219,196.50	219,483.52	1,214,639.64	1,209,920.78	4,718.86
Decals	110,991.50	6,951.00	7,526.50	110,416.00	106,087.29	4,328.71
Personal Property Relief	524,152.89	38,891.54	17,349.89	545,694.54	537,907.52	7,787.02
Public Service	121,797.85	0.00	0.00	121,797.85	121,797.85	0.00
TOTAL	4,914,502.51	268,847.22	250,760.85	4,932,588.88	4,907,796.75	24,792.13
2009 Real Estate Tax Collections		99.73%	2009 Personal Property Tax Relief		98.57%	
2009 Personal Property Tax Collection		99.61%	2009 Public Service Tax Collection		100.00%	

DELINQUENT TAX SUMMARY - FY 2013-2014

April-14

REAL ESTATE TAXES

Tax Year	Balance July 1	Supplements Added	Abatements	Bankruptcy Charge-Offs	Credit Card Collections	Collected to This Month	Collected This Month	Balance
2006	\$3,347.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$346.94	\$3,000.96
2005	\$2,406.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$321.21	\$2,085.29
2004	\$1,480.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,480.72
2003	\$1,225.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,225.56
2002	\$792.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$792.12
2001	\$645.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$645.37
2000	\$355.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$355.32
1991-1999	\$2,183.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,183.52
TOTAL	\$12,437.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$668.15	\$11,768.86

PERSONAL PROPERTY TAX

Tax Year	Balance July 1	Supplements Tx Relief	Abatements	Bankruptcy Charge-Offs	Credit Card Collections	Collected To This Month	Collected This Month	Balance
2006 Net Tax	\$4,250.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,250.30
2005 Net Tax	\$5,793.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,793.30
2004 Net Tax	\$2,051.76	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,051.76
2002-2003	\$5,964.81	\$0.00	\$0.00	\$0.00	\$0.00	\$340.62	\$0.00	\$5,624.19
TOTAL	\$18,060.17	\$0.00	\$0.00	\$0.00	\$0.00	\$340.62	\$0.00	\$17,719.55

Grand Total of All Delinquent	\$30,497.18	\$0.00	\$0.00	\$0.00	\$0.00	\$340.62	\$668.15	\$29,488.41
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2013 PPTRA ALLOTMENT - COMPARISON

TOTAL ALLOTMENT FROM STATE - \$570,316.00

TOTAL PPTRA ASSESSED - 62.00% **\$561,632.25**

COLLECTIONS THRU PAID BILLS

Jun-13	\$169,906.08
Jul-13	\$161,056.98
Aug-13	\$72,201.05
Sep-13	\$723.12
Oct-13	\$5,246.31
Nov-13	\$6,923.92
Dec-13	\$20,165.67
Jan-14	\$2,759.04
Feb-14	\$11,073.99
Mar-14	\$34,640.84
Apr-14	\$25,307.25

ABATEMENTS **-\$24,682.42**

SUPPLEMENTS **\$22,655.25**

TOTAL REMAINING FROM UNPAID BILLS **\$49,600.83**

1st Payment from State **7/31/2013** **145,727.85**

2nd Payment from State **8/15/2013** **169,836.72**

Final Payment from State **11/15/2013** **254,755.09**

Local Sales & Use Tax Collection Comparison

Local Sales & Use Tax

Month	2011 Calendar Year	2012 Calendar Year	2013 Calendar Year	2014 Calendar Year
	Collected	Collected	Collected	Collected
January	\$110,239.00	\$127,062.93	\$108,278.56	\$114,486.19
February	\$125,876.99	\$126,296.95	\$127,189.75	\$134,859.04
March	\$104,593.90	\$102,337.33	\$99,674.97	\$113,809.08
April	\$119,737.24	\$137,369.57	\$104,585.97	\$109,251.63
May	\$123,865.11	\$135,414.13	\$119,461.45	
June	\$131,026.53	\$110,435.22	\$117,580.07	
July	\$180,490.56	\$116,536.54	\$107,486.36	
August	\$53,547.37	\$117,795.21	\$117,641.94	
September	\$119,307.80	\$125,411.89	\$118,116.99	
October	\$123,419.00	\$111,125.40	\$105,496.08	
November	\$119,256.67	\$106,691.83	\$100,495.50	
December	\$117,432.90	\$102,684.77	\$105,977.72	
Yearly Total	\$1,428,793.07	\$1,419,161.77	\$1,331,985.36	\$472,405.94

State Sales & Use Tax Collection Comparison

State Sales & Use Tax

Month	2011 Calendar Year	2012 Calendar Year	2013 Calendar Year	2014 Calendar Year
	Collected	Collected	Collected	Collected
January	\$76,745.66	\$81,464.16	\$80,957.08	\$81,625.86
February	\$92,440.02	\$91,897.24	\$95,365.10	\$89,390.50
March	\$63,957.82	\$72,512.86	\$73,527.62	\$73,783.14
April	\$69,216.00	\$70,609.86	\$76,942.78	\$72,753.54
May	\$78,000.40	\$85,665.32	\$87,608.38	
June	\$85,721.72	\$85,637.98	\$90,121.30	
July	\$72,832.12	\$78,791.66	\$78,471.52	
August	\$84,321.66	\$89,692.72	\$87,181.40	
September	\$74,027.06	\$80,905.18	\$76,334.64	
October	\$78,763.86	\$83,390.34	\$79,978.88	
November	\$77,775.18	\$82,935.18	\$81,448.88	
December	\$77,868.98	\$77,980.08	\$83,144.42	
Yearly Total	\$931,670.48	\$981,482.58	\$991,082.00	\$317,553.04

Monthly Comparison of
Collected Utility Fund Revenue & Completed Service Orders
FY 2013-2014

	July	August	September	October	November	December
Water	113,793.01	122,743.11	123,511.78	118,244.88	123,032.25	118,337.35
Sewer	103,792.22	100,363.03	97,775.80	94,460.97	94,725.62	93,721.11
Meter Charge	4,653.73	4,429.04	4,246.42	4,496.31	4,298.60	4,457.88
Water Taps	0.00	0.00	3,515.58	3,000.00	0.00	4,053.90
Sewer Taps	0.00	0.00	4,000.00	0.00	0.00	0.00
Sale of Materials	0.00	0.00	0.00	0.00	0.00	0.00
Penalties	4,874.93	7,703.25	2,718.96	4,351.84	4,587.52	5,876.00
Cut on/off Fees	5,528.94	3,361.00	2,791.00	2,221.00	2,100.00	2,076.12
Water Sales-Bulk Water	564.48	0.00	35.06	35.06	94.91	50.50
Sewer Services	1,221.39	46,241.40	3,518.86	5,018.15	0.00	151.32
Miscellaneous	1,559.91	0.00	0.00	130.00	0.00	0.00
Total Revenue For the Month	235,988.61	284,840.83	242,113.46	231,958.21	228,838.90	228,724.18

	January	February	March	April	May	June	YTD Category Tot
Water	106,085.60	127,186.86	126,691.37	116,495.76			1,196,121.97
Sewer	88,339.49	103,317.33	98,618.79	92,979.25			968,093.61
Meter Charge	4,403.97	4,576.88	4,475.76	4,424.34			44,462.93
Water Taps	0.00	8,530.00	0.00	0.00			19,099.48
Sewer Taps	0.00	12,100.00	0.00	0.00			16,100.00
Sale of Materials	0.00	0.00	0.00	0.00			0.00
Penalties	8,121.10	7,767.40	6,944.75	5,804.35			58,750.10
Cut on/off Fees	2,245.81	2,190.00	1,710.00	1,811.33			26,035.20
Water Sales-Bulk Water	35.06	35.06	35.06	35.06			920.25
Sewer Services	137.75	148.16	144.22	0.00			56,581.25
Miscellaneous	0.00	0.50	0.00	0.00			1,690.41
Total Revenue for the Month	209,368.78	265,852.19	238,619.95	221,550.09	0.00	0.00	

	July	August	September	October	November	December
Service Orders						
Ttl Off/On Requests	61	73	80	68	52	61
Ttl Leak Inquiries	54	53	74	71	69	49
Ttl Service Orders For the Month	115	126	154	139	121	110

	January	February	March	April	May	June	YTD Order Totals
Service Orders							
Ttl Off/On Requests	52	47	56	62			566
Ttl Leak Inquiries	39	71	74	51			605
Ttl Service Orders For the Month	91	118	130	113	0	0	

YTD Revenue Total All Depts. **2,387,855.20** YTD Service Order **1,171**

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

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

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

2007		2008		2009		2010	
JANUARY	58	JANUARY	45	JANUARY	62	JANUARY	103
FEBRUARY	32	FEBRUARY	63	FEBRUARY	56	FEBRUARY	44
MARCH	35	MARCH	71	MARCH	74	MARCH	46
APRIL	49	APRIL	44	APRIL	28	APRIL	63
MAY	63	MAY	71	May	56	MAY	86
JUNE	66	JUNE	82	June	86	JUNE	58
JULY	76	JULY	67	JULY	53	JULY	74
AUGUST	67	AUGUST	86	AUGUST	90	AUGUST	78
SEPTEMBER	75	SEPTEMBER	94	SEPT	49	SEPTEMBER	66
OCTOBER	93	OCTOBER	43	OCTOBER	72	OCTOBER	86
NOVEMBER	51	NOVEMBER	39	NOVEMBER	46	NOVEMBER	54
DECEMBER	71	DECEMBER	71	DECEMBER	130	DECEMBER	44

2011		2012		2013		2014	
JANUARY	86	JANUARY	68	JANUARY	80	Jan.	68
FEBRUARY	30	FEBRUARY	45	FEBRUARY	68	(114 Door Hangers)	
MARCH	31	MARCH	48	MARCH	58	Feb.	27
APRIL	48	APRIL	70	APRIL	92	(33 Door Hangers)	
MAY	83	MAY	43	MAY	64	Mar.	42
JUNE	281	JUNE	79	JUNE	83	(48 Door Hangers)	
JULY	130	JULY	80	JULY	88	Apr.	31
AUGUST	85	AUGUST	75	AUGUST	57	(32 Door Hangers)	
SEPTEMBER	83	SEPTEMBER	63	SEPT-CUT OFF DEFRAIDED FOR 1 TIME OCCURANCE			
OCTOBER	66	OCTOBER	68	UNTIL NOV 5TH 180 REMINDER NOTICES PUT ON .			
NOVEMBER	86	NOVEMBER	90	DOORS SEPT. 30TH.			
DECEMBER	61	DECEMBER	53	October	16		
				(39 DOOR HANGERS)			
				Nov.	31		
				(48 Door Hangers)			
				Dec.	55		
				(149 Door Hangers)			

UNCOLLECTED UTILITY BILLS

BEGINNING BALANCE JULY 2006	54043.62	54043.62
BALANCE ADDED AFTER 2 MONTHS EXT	31012.65	85056.27
BALANCES ADDED FOR 2009	10028.85	95085.12
COLLECTIONS 2009	-4577.96	90507.16
BALANCES ADDED FOR 2010	56074.78	146601.94
COLLECTIONS 2010	-21349.82	125252.12
BALANCES ADDED FOR 2011	43729.33	168981.45
COLLECTIONS 2011	-30063.76	138917.69
BALANCES ADDED FOR 2012	30144.85	169062.54
COLLECTIONS 2012	-26675.91	142386.43
BALANCES ADDED FOR 2013	39039.11	181425.54
COLLECTIONS 2013	-23560.98	157864.56
BALANCES ADDED FOR JANUARY 2014	9571.36	167435.92
COLLECTIONS JANUARY 2014	-2324.92	165111.00
BALANCES ADDED FOR FEBRUARY 2014	4377.22	169488.22
COLLECTIONS FEBRUARY 2014	-3167.73	166320.49
BALANCES ADDED FOR MARCH 2014	5320.02	171640.51
COLLECTIONS MARCH 2014	-603.22	171037.29
BALANCES ADDED FOR APRIL 2014	2322.14	173359.43
COLLECTIONS APRIL 2014	-2571.48	170787.95

BOOT COLLECTIONS

STARTING DATE 1-25-12

GOOD THRU 04-30-14

AMOUNT COLLECTED FOR CITY \$88,927.60

RE TAX \$51,155.94

PP TAX \$24,489.15

UTILITY \$7,107.04

OTHER (DEMO/WEED) \$6,175.47

AMOUNT COLLECTED FOR VAC \$33,740.70

TOTAL \$122,668.30



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

May 15, 2014

JOYCE E. PRINCE
COMMISSIONER

LISA D. COUNCIL
DEPUTY COMMISSIONER

The Honorable Mayor
City Council Members
City Manager

Dear Members of Council:

During the month of April a total of \$14,414.32 was processed for City Business License.

Transient tax totaled \$92,055.03 for the month of March and processed during April.

Meal tax processed during the month of April totaled \$142,161.53 with an additional \$2,933.08 for prior months.

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

	<u>March 2013</u>	<u>March 2014</u>
Meal Tax	\$ 150,411.49	\$ 142,161.53
Transient Tax	\$ 104,973.75	\$ 92,055.03

Respectfully,

Joyce E. Prince



CITY OF EMPORIA

DEPARTMENT OF INSPECTIONS

**April-2014
Code Enforcement Monthly Report**

Notices Issued

Resolved

Inoperable Vehicles - 5

0- By Owner

Weeds / Grass - 48

**4- By Owner
0- By City Contractor**

Property Maintenance - 1

12- By Owner

Zoning - 0

0- By Owner

Cases Turned Over To City Attorney – 0

Total Notices Issued – 54

Invoiced Notices- 0

Weeds / Grass – 0

Total- Weeds/ Grass- 0

Inoperable Vehicle- 0

Inoperable Vehicles- 0

Demolition- 0

Demolition- 0

Total Amount- 0

Signature :

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

Supervisor :

**Emporia Police Department Statistics
Arrests by Race**

April 2014

	Black	%	White	%	Other	%
Criminal Arrests	43	83%	9	17%	0	0%
Selective Tickets	407	37%	567	52%	126	11%
Regular Tickets	55	67%	26	32%	1	1%

IBR Offense Counts 4/1/2014-4/30/2014 Emporia Police Department

1	120-Robbery
5	13B-Simple Assault
3	13C-Intimidation
1	220-Burglary/Breaking & Entering
5	23C-Shoplifting
1	23E-Theft From Coin-Operated Machine
2	23F-Theft From Motor Vehicle
1	23G-Theft of Motor Vehicle Parts or Accessories
7	23H-All Other Larceny
1	240-Motor Vehicle Theft
1	250-Counterfeiting/Forgery
1	26A-False Pretenses/Swindle/Confidence Game
1	26B-Credit Card/Automatic Teller Machine Fraud
10	290-Destruction/Damage/Vandalism of Property
15	35A-Drug/Narcotic Violations
1	90B-Curfew/Loitering/Vagrancy
1	90C-Disorderly Conduct
5	90D-Driving Under the Influence
2	90E-Drunkenness
1	90F-Family Offenses, Nonviolent
2	90J-Trespass of Real Property
43	90Z-All Other Offenses
	43 Unclassified 90Z

110	Total Offenses Reported
103	Total Incidents Reported

Criminal Arrestees

April 2014

Resident – 34

Non-resident - 18

CONSENT SEARCHES

DATE	RACE	REASON	RESULTS	ARREST
4/2/14	b/f	Suspicious activity	Marijuana	Yes
4/12/14	b/m	Foot patrol	Marijuana	Yes
4/17/14	b/f	Suspicious person	Marijuana	yes

**Noise complaints
April 2014**

Loud Music from Building – 4 no summons

Emporia Animal Control Monthly Report

April 2014

Dogs

On Hand 5
 Stray 13
 Seized 10
 Bite Cases 2
 Surrendered by Owner 2
 Transferred In 0
 Born in Facility 0
 DOA 0
 Claimed by Owner 4
 Adopted 10
 Transferred Out 3
 Died in Facility 0
 Euthanized 1
 Remain 14
Wildlife
 Wild or Fowl 3
 DOA 3
 Relocate 0
 On-Hand 0
 Euthanize 0

Cats

On Hand 3
 Stray 0
 Seized 2
 Bite Cases 0
 Surrendered by Owner 0
 Transferred In 0
 Born in Facility 0
 DOA 1
 Claimed by Owner 2
 Adopted 3
 Transferred Out 0
 Died in Facility 0
 Euthanized 0
 Remain 0

General

Calls Answered 199
 Hours _____
 Mileage _____
 Verbal Warning 3
 Summons Issued 0
 Court Cases 0

Remarks _____

Prepared by: Joey Turner

Schools

April 2014

D. Wyatt completed LE Inservice, FI, GE on-line through Crater April 1.

R. Harris completed LE Inservice on-line through Crater April 1.

J. Romano completed DI on-line through Crater April 1.

J. Parker and D. Jarratt attended New Investigator's Seminar at Crater April 9-11.

J. Romano attended Gang Awareness for LE at Crater April 15.

W. King attended Evolution of Terrorism at Crater April 30-May 2.

2012-2013	HOURS	SUMMONS	COLLECTED*		2013-2014	HOURS	SUMMONS	COLLECTED*
JULY	487	947	71,772.88		JULY	848	1569	64,214.57
AUGUST	487	921	68,343.86		AUGUST	707	1331	103,874.51
SEPTEMBER	472	832	90,434.47		SEPTEMBER	739	1310	123,848.35
OCTOBER	435	800	105,342.83		OCTOBER	656	1301	111,725.89
NOVEMBER	752	1385	60,213.90		NOVEMBER	712	1351	123,860.90
DECEMBER	715	1313	97,087.04		DECEMBER	572	1129	88,897.03
JANUARY	559	1001	78,552.79		JANUARY	513	845	54,377.07
FEBRUARY	500	977	119,599.27		FEBRUARY	420	810	124,035.63
MARCH	620	1267	94,481.43		MARCH	529	1013	90,857.62
APRIL	705	1413	95,284.70		APRIL	583	1100	68,800.98
MAY	897	1730	97,458.66		MAY			
JUNE	716	1381	123,819.61		JUNE			
TOTAL	7345	13967	1,102,391.44		TOTAL	6279	11759	954,492.55

***The ticket numbers reflect overtime (selective enforcement) tickets for each month. Tickets written during regular duty are not included with these numbers.



City of Emporia Sheriff's Office

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



May 5, 2014

From the Office of:

Sheriff Sam C. Brown

The Honorable Mayor
City Manager
Honorable Members of City Council

Dear Members of City Council:

The Emporia Sheriff's Office spent approximately 195 hours in General District and Juvenile & Domestic Relations Court in April, 2014. We served a total of 284 civil papers. These are broken down as follows:

<i>Capias</i>	1
<i>Detention Order</i>	1
<i>Debt</i>	7
<i>Detinue</i>	5
<i>Garnishments</i>	17
<i>Interrogatories</i>	16
<i>Misdemeanor Warrants</i>	35
<i>Notice</i>	8
<i>Notice of Liens</i>	5
<i>Protective Order</i>	2
<i>Show Cause</i>	12
<i>Summons</i>	166
<i>Support Order</i>	2
<i>Transportation</i>	9
<i>Unlawful Detainer</i>	2
<i>Writ of Possession</i>	5

We collected \$12.00 Sheriff Fees for the month of April, 2014 We had 9 transports for the month.

Sincerely,

Sam C. Brown

Detailed Selected Statistics & Management Activity

Selected Coded Field: Basic: Incident Type

Report Period: From 03/01/2014 to 03/31/2014

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPs	AVG # SUPPR PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR APPR	AVG # EMS APPR	AVG # OTHER APPR	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
111	Building fires	1	3.57 %	0	5.00	0.00	1.00	1.00	0.00	1.00	1.60	1.60	11.00
114	Chimney or flue fire, confined to chimney or flue	1	3.57 %	0	14.00	0.00	1.00	4.00	0.00	1.00	13.75	13.75	6.00
131	Passenger vehicle fire	1	3.57 %	0	7.00	0.00	1.00	2.00	0.00	1.00	3.33	3.33	6.00
141	Forest, woods or wildland fire	1	3.57 %	0	12.00	0.00	1.00	3.00	0.00	1.00	17.77	17.77	11.00
142	Brush, or brush and grass mixture fire	4	14.29 %	0	7.00	0.00	1.00	2.00	0.00	1.00	6.41	25.65	8.75
322	Vehicle accident with injuries	8	28.57 %	0	10.50	0.00	1.00	2.25	0.00	1.00	14.16	113.30	10.62
324	Motor vehicle accident with no injuries	4	14.29 %	0	6.00	0.00	0.50	1.50	0.00	0.50	5.62	22.47	9.50
350	Extrication, rescue, other	1	3.57 %	0	7.00	0.00	1.00	2.00	0.00	1.00	3.20	3.20	6.00
365	Watercraft rescue	1	3.57 %	0	4.00	0.00	1.00	1.00	0.00	1.00	4.92	4.92	3.00
531	Smoke or odor removal	1	3.57 %	0	11.00	0.00	1.00	2.00	0.00	1.00	3.60	3.60	9.00
600	Good intent call, other	1	3.57 %	0	14.00	0.00	0.00	4.00	0.00	0.00	4.20	4.20	11.00
611	Dispatched & canceled en route	4	14.29 %	0	0.00	0.00	0.25	0.00	0.00	0.25	0.05	0.18	
Totals		28	100.00 %	0	7.50	0.00	0.79	1.82	0.00	0.79	7.64	213.97	9.21
Mutual Aid Given Incidents		1											



CITY OF EMPORIA

Memorandum

March 14, 2014

TO: The Honorable Mayor and City Council

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

SUBJECT: Southside Virginia Education Center Board of Directors – Unexpired Term (Alton F. Owen, Jr.)

ITEM: 14-13

Alton F. Owen, Jr., has submitted his letter of resignation from the Southside Virginia Education Center Board of Directors effective February 6, 2014. His unexpired four (4) year term on the Southside Education Center Board of Directors has an expiration date of July 1, 2015. As a result, City Council needs to make a nomination(s) to fill the vacant seat.

Recommendation:

This information is provided to City Council for consideration.

Attachment:

Current Southside Education Center Board of Directors Roster

BST/tsw

SOUTHSIDE VIRGINIA EDUCATION CENTER
BOARD OF DIRECTORS

Board Created in 2006. Appointments/Changes in Appointments should be sent to Natalie Slate, Deputy County Administrator, County of Greensville, 1781 Greensville County Circle, Emporia, Virginia 23847

Linda Stainback
502 Meherrin Street
Emporia, Virginia 23847
(H) 434/634-3347

Business/Industry

07/01/2016

Alton F. Owen, Jr.
Owen Ford
322 Oak Hill Drive
Emporia, Virginia 23847
(W) 434/535-8515

Business/Industry

07/01/2015

Moe Ghassemi
Arby's of Emporia
109 Market Drive
Emporia, Virginia 23847
(C) 434/637-3436

Business/Industry

07/01/2015

Mary L. Person
304 South Turner Street
Emporia, Virginia 23847
(H) 434/634-0380
(W) 434/949-7820

City Council Appointed

07/01/2017



CITY OF EMPORIA

Memorandum

May 16, 2014

TO: The Honorable Mayor and City Council

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

SUBJECT: VRS Employer Retirement Contribution Rate Election – Request to Adopt Resolution

ITEM #: 14-30

Language in the 2013 Appropriations Act, Item 468(H), allowed localities to make an election regarding their VRS employer contribution rate every biennium. You must approve one of the following employer contribution rate options for the defined benefit retirement plan in the biennium beginning July 1, 2014:

- 12.27% - This is the rate certified by the VRS Board of Trustees for the FY15-16 biennium; or
- 10.16% - This is the alternate rate, which is the higher of the rate certified by the VRS Board for FY12 or 80% of the VRS Board-certified rate for FY15-16.

Recommendation

I recommend that you adopt the attached resolution approving the 12.27% rate certified by the VRS Board of Trustees for the FY15-16 biennium.

Attachments

Memo from VRS
Resolution – 12.27% Rate
Resolution – 10.16% Rate



Virginia
Retirement
System

P.O. Box 2500, Richmond, Virginia 23218-2500
Toll free: 1-888-VARETIR (827-3847)
Web site: www.varetire.org
E-mail: vrs@varetire.org



May 2, 2014

CITY OF EMPORIA – 55319

Language in the 2013 Appropriations Act, Item 468(H), allowed localities to make an election regarding their employer contribution rate every biennium. You have the opportunity again this year to select which employer contribution rate your locality will pay, beginning July 1, 2014.

Included with this letter is the employer contribution resolution your local governing body will need to pass and then send in to communicate to VRS their election decision.

Employer Retirement Contribution Rate Election

By no later than July 1, 2014, your local governing body must approve one of the following employer contribution rate options for the defined benefit retirement plan in the biennium beginning July 1, 2014:

- 12.27% – the rate certified by the VRS Board of Trustees for the FY 2015-2016 biennium; or
- 10.16% – the alternate rate, which is the higher of the rate certified by the VRS Board for FY 2012 or 80 percent of the VRS Board-certified rate for FY 2015-2016.

Considerations in Electing Your Contribution Rate

The intent of the language in the 2013 Appropriation Act, Item 468(H) was to offer localities and schools some budget relief for the coming fiscal year with respect to the amount of their retirement contributions. However, this does not change the Board-certified rate or the recommended employer contribution rate. Therefore, if you are considering using the Alternate Rate, please be aware that doing so will:

- Reduce contributions to your employer account and the investment earnings they would have generated, which will mean there will be fewer assets available for benefits.

Contribution Rate Resolutions

Page 2

- Result in a lower funded ratio when the next Actuarial Valuation is performed and, thus, a higher calculated contribution rate at that time.
- Require that you include the Net Pension Obligation (NPO) under the Governmental Accounting Standards Board (GASB) Standards in your financial statements.

Deadline for Resolutions

VRS must receive your formal signed resolution for the employer retirement contribution rate election **by no later than July 10, 2014**. Please send all resolutions to Ms. ZaeAnne Sferra, Employer Coverage Coordinator at P.O. Box 2500, Richmond, VA 23218-2500.

If you have any questions about the information in this packet, please contact Ms. ZaeAnne Sferra, Employer Coverage Coordinator, at zsferra@varetire.org or (804) 775-3514.

Best regards.

Sincerely,



Robert P. Schultze
Director

Employer Contribution Rates for Counties, Cities, Towns,
School Divisions and Other Political Subdivisions
(In accordance with the 2014 Appropriation Act Item 468(H))

Resolution

BE IT RESOLVED, that the City of Emporia (55319) does hereby acknowledge that its contribution rates effective July 1, 2014 shall be based on the higher of a) the contribution rate in effect for FY 2014, or b) eighty percent of the results of the June 30, 2013 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2014-16 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that the City of Emporia (55319) does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2014:

(Check only one box)

The Certified Rate of 12.27% The Alternate Rate of ____%; and

BE IT ALSO RESOLVED, that the City of Emporia (55319) does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of the City of Emporia (55319) are hereby authorized and directed in the name of the City of Emporia to carry out the provisions of this resolution, and said officers of the City of Emporia are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the City of Emporia for this purpose.

Mayor

CERTIFICATE

I, Lori R. Jarratt, Interim Clerk of the City of Emporia, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the City of Emporia held at 201 S. Main Street, Emporia, Virginia at 6:30PM on Tuesday, May 20, 2014. Given under my hand and seal of the City of Emporia this 20th day of May, 2014.

Clerk

Employer Contribution Rates for Counties, Cities, Towns,
School Divisions and Other Political Subdivisions
(In accordance with the 2014 Appropriation Act Item 468(H))

Resolution

BE IT RESOLVED, that the City of Emporia (55319) does hereby acknowledge that its contribution rates effective July 1, 2014 shall be based on the higher of a) the contribution rate in effect for FY 2014, or b) eighty percent of the results of the June 30, 2013 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2014-16 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that the City of Emporia (55319) does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2014:

(Check only one box)

The Certified Rate of ____% The Alternate Rate of 10.16%; and

BE IT ALSO RESOLVED, that the City of Emporia (55319) does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of the City of Emporia (55319) are hereby authorized and directed in the name of the City of Emporia to carry out the provisions of this resolution, and said officers of the City of Emporia are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the City of Emporia for this purpose.

Mayor

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Clerk