



Appomattox Workshop Meeting Agenda

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522

Tuesday, May 25, 2021

6:00 PM – Workshop Meeting

(Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522)

Call to Order

Public Hearing(s)

- [1.](#) Proposed FY 2022 Budget for the Town of Appomattox, Virginia
- [2.](#) Proposed Appomattox Town Code adoption:
 - Chapter 117, section 28-30 - Regulation of Residential Chicken Keeping
 - Chapter 195 - General Provisions, definitions
 - Chapter 195, section 163 - Residential Chicken Keeping

Discussion Items

3. Utility Rate Study update

Council Comments

Council Standing Committee Reports

Staff Reports

Adjournment

File Attachments for Item:

1. Proposed FY 2022 Budget for the Town of Appomattox, Virginia



TOWN OF APPOMATTOX - PUBLIC HEARING NOTICE PROPOSED FY 2022 BUDGET

The Appomattox Town Council will hold a public hearing on Tuesday, May 25, 2021 at 6:00 p.m. at the Appomattox Municipal Building, 210 Linden Street. The purpose of this public hearing will be to receive public comments concerning the following:

Proposed FY 2022 Budget for the Town of Appomattox - In accordance with §15.2-2506 Code of Virginia, the following is a brief synopsis of the budget proposed by the Town of Appomattox for FY 2022:

GENERAL FUND EXPENDITURES	2,973,203.00
INTERNAL SERVICE FUND EXPENDITURES	0.00
WATER FUND EXPENDITURES	1,279,183.00
SEWER FUND EXPENDITURES	6,653,937.00
TOTAL EXPENDITURES	10,906,323.00
GENERAL FUND REVENUE	2,973,203.00
INTERNAL SERVICE FUND REVENUE	0.00
WATER FUND REVENUE	1,279,183.00
SEWER FUND REVENUE	6,653,937.00
TOTAL REVENUE	10,906,323.00

Documentation is available during regular business hours in the Appomattox Town Office, 210 Linden Street, Appomattox, Virginia. A copy is also available on the Town of Appomattox website, www.townofappomattox.com, under the tab “Department”, “Finance” page.

The meeting will be open to the public, but with only limited seating available in order to promote social distancing as established by Executive Order #65 issued by the Governor of the Commonwealth of Virginia (June 5, 2020), further as established in Executive Order #72 issued by the Governor of the Commonwealth of Virginia (December 10, 2020) those accessing local government buildings are required to wear face coverings.

Citizens also can participate in the meeting in the following ways:

- Dial-in number (US): **1 + (339) 207-6609**. Please mute your call. Those calling in will be able to speak during the scheduled period.
- Join the online meeting: <https://join.freeconferencecall.com/appomattoxtown> and using Online meeting ID: appomattoxtown. Please mute your online call.
- Facebook: <https://www.facebook.com/townofappomattox/> and using the option to watch the live video of the meeting in progress.

The public and all interested parties are invited to attend this public hearing to make their views known on the proposed FY 2022 Budget for the Town of Appomattox. Any person needing special accommodations should contact the Town Office no later than the close of business on the day of the hearing at 434-352-8268.



FY 2021-2022 Informative Summary

Richard C. Conner, Mayor

Council Members:

James J. Boyce, Sr.

Timothy W. Garrett

Claudia G. Puckette

Nathan A. Simpson

Mary Lou Spiggle

Aaron M. Tilton

Gary L. Shanaberger, Town Manager

Kimberley W. Ray, Town Treasurer

Roxanne W. Casto, Clerk

	General Fund			FY 2020	FY 2021			FY2022
				Actual	Adopted	Amended		Proposed
					Budget	Budget		Budget
REVENUES								
10-3101-0000	Current Real Estate Tax			\$ 187,496	\$ 155,000	\$ 155,000		\$ 160,000
10-3102-0000	Current Personal Property Tax			78,214	70,000	70,000		68,000
10-3103-0000	Delinquent Tax			3,282	3,000	3,000		2,500
10-3104-0000	Penalties & Interest			12,931	5,000	5,000		5,000
10-3105-0000	PSC Taxes			7,356	6,000	6,000		6,500
10-3201-0000	Bank Stock Tax			177,013	140,000	140,000		190,000
10-3202-0000	Meals Tax			1,162,514	770,000	770,000		1,175,000
10-3203-0000	Lodging Tax			69,853	40,000	40,000		60,000
10-3204-0000	Franchise Tax			587	3,000	3,000		500
10-3205-0000	Consumption Tax			6,011	6,000	6,000		6,000
10-3206-0000	Cigarette Tax			153,750	130,000	130,000		130,000
10-3301-0000	Vehicle License Fee			31,330	25,000	25,000		23,000
10-3302-0000	Business License			196,861	150,000	150,000		180,000
10-3303-0000	Auto Rental Vehicle Tax			554	-	-		-
10-3304-0000	Zoning Fees			15,125	1,000	1,000		1,000
10-3308-0000	Communications Tax			5,241	6,500	6,500		4,000
10-3401-0000	Credit & Refunds			356	-	-		
10-3501-0000	Interest			14,971	10,000	10,000		10,000
10-3502-0000	Rental of Misc. Property			9,168	9,000	9,000		6,000
10-3602-0000	Rolling Stock Tax			3,119	3,500	3,500		3,000
10-3603-0000	Sales Tax			84,145	60,000	60,000		80,000
10-3604-0000	Aid to Police Dept			46,052	44,000	46,051		46,000
10-3605-0000	Fire Programs			10,000	10,000	10,000		10,000
10-3606-0000	Personal Property Tax Relief			23,106	23,107	23,107		23,107
10-3608-0000	Parking Tickets			400	-	-		-
10-3608-0000	Visitor Center			409	400	400		-
10-3609-0000	Mobile Home Titling Tax			-	500	500		200
10-3801-0000	Miscellaneous			(4,170)	1,000	1,000		1,000
10-3802-0000	Grants			2,000	700,000	-		-
10-3803-0000	State DMV Fees			-	-	-		-
10-3804-0000	Town DMV Fees			304	3,000	3,000		2,000
10-3806-0000	Meadowlark Program Grant Revenue			215,793	53,473	53,473		-
10-3806-0001	Meadowlark Program Income			44,189	2,920	2,920		4,380
10-3810-0000	Downtown Revitalization Grant			32,235	-	700,000		680,000
10-3999-0000	Other Reimbursables			5,053	500	500		500
10-3901-0000	Transfer from Reserved Fund Balance			-	893,883	929,142		95,516
	Total Revenues			\$ 2,595,247	\$ 3,325,783	\$ 3,363,093		\$ 2,973,203

	General Fund			FY2020	FY2021		FY2022
				Actual	Adopted	Amended	Proposed
					Budget	Budget	
Expenditures							
4000	Council			112,974	44,700	44,700	49,800
4100	Administrative			534,752	516,404	526,130	546,094
4200	Professional			104,292	118,000	118,000	123,000
4400	Police			98,504	94,644	98,102	106,050
4500	Tourism			70,221	75,700	77,695	77,250
4600	Fire			39,645	281,000	281,000	41,000
4700	Public Works			772,254	934,312	951,875	946,326
4800	Sanitation			120,605	150,000	150,000	150,000
5000	Property Maint. & Construction			541,448	1,030,673	1,030,673	100,283
5100	Town Shop			26,578	36,250	36,250	33,300
5200	Donations & Contributions			21,027	10,000	10,000	20,000
5300	Zoning			15,431	7,000	11,568	51,000
5400	Town Office			22,347	27,100	27,100	49,100
	Total Operating Expenditures			\$ 2,480,079	\$ 3,325,783	\$ 3,363,093	\$ 2,293,203

	Council				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4000-1030	Part- Time Salary/Wage Reg				21,046	23,000	23,000	23,000
10-4000-2010	FICA				1,607	1,700	1,700	1,700
10-4000-2060	Unemployment				22	500	500	500
10-4000-4010	Convention/Conference/Travel				1,383	6,000	6,000	6,000
10-4000-4040	Meals				1,300	1,000	1,000	1,000
10-4000-5526	Computer Expense				3,076	1,000	1,000	2,000
10-4000-8020	Priorities & Initiatives - Communication				3,239	3,500	3,500	3,500
10-4000-8041	EDA Incentive Contribution				26,101	-	-	-
10-4000-8045	Elections and Referendums				43,457	-	-	-
10-4000-8050	Professional Fees Master Plan				3,775	-	-	-
10-4000-9010	Recordation				7,968	8,000	8,000	12,100
	Total Expenditures				\$ 112,974	\$ 44,700	\$ 44,700	\$ 49,800

	Administrative				FY2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4100-1010	Salaries & Wages - Regular				326,968	320,000	328,800	335,000
10-4100-2010	FICA				24,518	25,000	25,681	26,000
10-4100-2020	VRS				15,649	17,000	17,200	18,500
10-4100-2030	Health Insurance				23,185	34,200	34,200	33,840
10-4100-2040	VRS Life Insurance				3,585	3,800	3,845	4,000
10-4100-2060	Unemployment				52	500	500	500
10-4100-2070	Worker's Compensation				600	1,000	1,000	1,000
10-4100-2099	Insurance (Veh/Work/Liab)				6,722	7,000	7,000	8,100
10-4100-3023	Website Development				1,500	3,000	3,000	3,000
10-4100-3030	Postage				4,821	6,000	6,000	6,000
10-4100-3040	Publishing Ads				2,735	2,500	2,500	4,000
10-4100-4010	Mileage				-	500	500	500
10-4100-4020	Lodging				-	500	500	500
10-4100-4030	Convention/Conference				325	1,500	1,500	1,500
10-4100-4040	Meals				695	750	750	500
10-4100-4050	Safety & Training				108	1,000	1,000	1,000
10-4100-5526	Computer Expense				77,837	35,000	35,000	35,000
10-4100-5527	Office Equipment NEW				-	-	-	10,000
10-4100-6010	Office Supplies				4,305	7,500	7,500	7,500
10-4100-6020	Repairs/Maintenance				1,250	-	-	-
10-4100-6040	Books & Subscriptions				3,779	4,000	4,000	4,000
10-4100-6050	Town Code				6,176	22,500	22,500	22,500
10-4100-6060	Property Tax Expense				3,036	4,000	4,000	4,000
10-4100-6070	Cigarette Tax Expense				6,898	2,500	2,500	2,500
10-4100-9020	Dues & Assoc. Membership				3,673	4,000	4,000	4,000
10-4100-9030	Bank Charges & Fees				50	500	500	500
10-4100-9031	BB& Settlement Agreement				12,503	10,204	10,204	10,204
10-4100-9035	Over/Short				18	-	-	-
10-4100-9040	Dinners				198	250	250	250
10-4100-9050	Flowers				-	200	200	200
10-4100-9090	Other Reimbursables				3,566	1,500	1,500	1,500
	Total Expenditures				\$ 534,752	\$ 516,404	\$ 526,130	\$ 546,094

	Professional				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4200-7410	Audit/Accounting				39,676	60,000	60,000	60,000
10-4200-7420	Legal/Attorney				61,129	45,000	45,000	50,000
10-4200-7440	Engineering				3,488	13,000	13,000	13,000
	Total Expenditures				\$ 104,292	\$ 118,000	\$ 118,000	\$ 123,000

	Police				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4400-8070	Police Agreement				98,504	94,644	98,102	106,050
10-4400-8071	Parking Tickets				400	-	-	-
	Total Expenditures				\$ 98,904	\$ 94,644	\$ 98,102	\$ 106,050

	Tourism Fund				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
10-4500-1030	Part-time Salaries				27,557	35,000	36,850	40,000
10-4500-2010	FICA				2,108	2,900	3,045	3,200
10-4500-2060	Unemployment				21	500	500	200
10-4500-3020	Telephone				1,390	1,500	1,500	1,500
10-4500-3022	Website Cost/Maintenance				160	2,000	2,000	2,000
10-4500-3030	Postage				1,523	1,500	1,500	1,000
10-4500-3031	Bulk Permit				152	300	300	150
10-4500-3040	Publishing Ads				-	500	500	200
10-4500-3041	Advertising				2,400	3,000	3,000	3,000
10-4500-4030	Convention/Conference				-	500	500	-
10-4500-5020	Depot Electric				3,231	6,500	6,500	4,500
10-4500-5025	Water & Sewer				1,071	1,000	1,000	1,000
10-4500-5526	Computer Expense				1,075	2,000	2,000	2,000
10-4500-6010	Office Supplies				396	1,000	1,000	1,000
10-4500-6015	Printing				-	500	500	500
10-4500-6020	Repairs & Maintenance				1,772	3,000	3,000	3,000
10-4500-7095	Equipment				1,750	-	-	-
10-4500-8060	Brochures				5,676	6,000	6,000	6,000
10-4500-8065	Marketing				9,500	8,000	8,000	8,000
10-4500-9011	American Civil War Museum				10,440	-	-	-
Total Operating Expenditures					\$ 70,221	\$ 75,700	\$ 77,695	\$ 77,250

	Fire				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4600-6080	Reimburse County				2,645	4,000	4,000	4,000
10-4600-7095	Reserve - Equipment				-	240,000	240,000	-
10-4600-8000	Donation				27,000	27,000	27,000	27,000
10-4600-9060	Fire Programs				10,000	10,000	10,000	10,000
	Total Expenditures				\$ 39,645	\$ 281,000	\$ 281,000	\$ 41,000

	Public Works				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4700-1010	Salaries & Wages - Regular				466,342	545,000	561,000	556,750
10-4700-2010	FICA				32,953	42,000	43,228	43,000
10-4700-2020	VRS				23,896	27,000	27,275	30,000
10-4700-2030	Health Insurance				67,958	75,240	75,240	81,250
10-4700-2040	VRS Life Insurance				4,576	6,000	6,060	6,200
10-4700-2060	Unemployment				106	1,000	1,000	1,000
10-4700-2070	Worker's Compensation				15,672	16,000	16,000	20,000
10-4700-2099	Insurance (Veh/Work/Liab)				7,597	7,000	7,000	7,000
10-4700-3010	Electricity				34,571	40,000	40,000	40,000
10-4700-3040	Publishing Ads				5,811	2,000	2,000	2,000
10-4700-5510	Lawn Maintenance				700	15,400	15,400	5,000
10-4700-5526	Computer Expense				8,204	7,900	7,900	7,900
10-4700-6025	Equipment Repairs & Maintenance (Replaces ISF)				62,021	87,381	87,381	89,835
10-4700-6010	Office Supplies				4,481	6,000	6,000	4,500
10-4700-6020	Repairs & Maintenance				26,232	25,000	25,000	25,000
10-4700-6030	Uniforms				3,330	6,000	6,000	4,000
10-4700-6090	Sidewalks & Curbs				1,197	4,000	4,000	2,500
10-4700-6100	Streets/Sign Maintenance				123	2,500	2,500	2,000
10-4700-6150	Main Street Maintenance				532	5,000	5,000	4,500
10-4700-6180	Snow Removal				1,244	6,000	6,000	6,000
10-4700-7080	Town Welcome Signs				-	1,000	1,000	1,000
10-4700-7081	Animal Control				1,819	4,000	4,000	4,000
10-4700-7222	Suntrust Loan				2,890	2,891	2,891	2,891
	Total Expenditures				\$ 772,254	\$ 934,312	\$ 951,875	\$ 946,326

	Sanitation				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-4800-6200	Garbage Contract				120,605	150,000	150,000	150,000
	Total Expenditures				\$ 120,605	\$ 150,000	\$ 150,000	\$ 150,000

Property Maintenance & Construction				FY2020	FY2021		FY2022
				Actual	Adopted	Amended	Proposed
					Budget	Budget	Budget
Expenditures							
10-5000-5010	Depot			1,979	5,000	5,000	5,000
10-5000-5040	Parks(Kiddie & Abbitt)			10,407	14,000	14,000	14,000
10-5000-5050	Land Acquisition			-	-	-	
10-5000-6000	Capital Projects			151,409	-	-	30,083
10-5000-6001	CIP - Public Works Equipment			-	-	-	12,000
10-5000-6002	CIP - Public Works Parking & Gate			-	-	-	-
10-5000-6003	CIP - Town Hall Improvements				-	-	20,000
10-5000-6004	CIP - Kiddie Park Improvements						31,000
10-5000-6010	CIP - Lee Grant Ave. Road Project			-	250,000	250,000	-
10-5000-6006	Slurry Parking			36,319	-	-	-
10-5000-8000	CDBG Grant Expenses			261,067	53,473	53,473	-
10-5000-8002	Janitorial Depot			2,550	5,200	5,200	5,200
10-5000-8003	Janitorial Public Works			4,169	3,000	3,000	3,000
10-5000-8004	Depot - Historic Structures Report			21,023	-	-	-
10-5000-8010	CDBG Dtown Rev Grant App			450	-	-	-
10-5000-8011	CDBG - Downtown Rev. Grant Application			52,074	700,000	700,000	680,000
Total Expenditures				\$ 541,448	\$ 1,030,673	\$ 1,030,673	\$ 800,283

	Town Shop				FY 2020	FY 2021		FY2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-5100-3010	Electricity				5,919	6,000	6,000	6,000
10-5100-3020	Telephone				5,197	6,500	6,500	6,500
10-5100-3050	Heating & Cooling				4,517	10,000	10,000	7,000
10-5100-4050	Safety/Training				771	5,000	5,000	5,000
10-5100-5025	Water & Sewer				1,363	750	750	1,800
10-5100-6020	Repairs & Maintenance				4,472	5,000	5,000	5,000
10-5100-6022	Shop Tools				4,339	3,000	3,000	2,000
	Total Expenditures				\$ 26,578	\$ 36,250	\$ 36,250	\$ 33,300

	Donations & Contributions			FY2020	FY2021		FY2022
				Actual	Adopted	Amended	Proposed
					Budget	Budget	Budget
Expenditures							
10-5200-6014	Special Events Promo			21,027	10,000	10,000	20,000
	Total Expenditures			\$ 21,027	\$ 10,000	\$ 10,000	\$ 20,000

	Zoning				FY 2019	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-5300-3040	Publishing Ads				-	1,000	1,000	1,000
10-5300-4150	Contracted Services				15,431	-	4,568	40,000
10-5300-7420	Legal/Attorney				-	1,000	1,000	2,500
10-5300-7440	Engineering				-	5,000	5,000	7,500
	Total Expenditures				\$ 15,431	\$ 7,000	\$ 11,568	\$ 51,000

	Town Office				FY2020	FY2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
Expenditures								
10-5400-3010	Electricity				4,047	5,000	5,000	5,000
10-5400-3020	Telephone				5,721	5,000	5,000	5,000
10-5400-4050	Safety/Training				170	500	500	500
10-5400-5025	Water & Sewer				499	600	600	600
10-5400-6020	Repairs & Maintenance				5,892	10,000	10,000	12,000
10-5400-7430	Janitor				6,019	6,000	6,000	6,000
	Total Expenditures				\$ 22,347	\$ 27,100	\$ 27,100	\$ 29,100

	Water Fund			FY 2020	FY 2021		FY 2022
				Actual	Adopted	Amended	Proposed
					Budget	Budget	Budget
REVENUES							
30-3001-0000	Water Sales			354,089	350,000	350,000	360,000
30-3002-0000	Connection Fees			6,000	7,500	7,500	7,500
30-3003-0000	Penalty Fees			12,718	15,000	15,000	15,000
30-3005-0000	Availability Fees			7,500	10,000	10,000	10,000
30-3007-0000	Reconnect Fees			4,100	4,000	4,000	-
30-3020-0000	County Water Line Maintenance			30,737	-	-	-
30-3004-0000	Miscellaneous			2,278	500	500	500
30-3006-0000	Interest			4,892	4,000	4,000	4,000
30-3008-0000	Credit Card Fees			4,669	3,000	3,000	-
30-3502-0000	Rental of Misc Property			38,132	35,000	35,000	35,000
30-3802-0001	DHCD Utility Grant			-	-	1,450	123
30-3810-0000	Intergovernmental Revenue			35,572	25,000	25,000	30,000
NEW	Church Street Waterline			-	-	-	650,000
30-3901-0000	Use of Fund Balance			-	169,277	172,360	167,060
30-3901-0000	Transfer from General Fund			16,464	-	-	-
	Total Revenues and Use of Available Cash			\$ 517,150	\$ 623,277	\$ 627,810	\$ 1,279,183
Expenditures							
30-6000-1010	Regular Salaries			77,888	85,000	87,800	92,000
30-6000-2010	FICA			5,877	6,500	6,718	6,600
30-6000-2020	VRS			6,911	4,800	4,850	5,200
30-6000-2030	Health Insurance			9,774	13,680	13,680	13,600
30-6000-2040	VRS Life Insurance			1,062	1,100	1,115	1,150
30-6000-2060	Unemployment			29	500	500	500
30-6000-2070	Workers Compensation			3,697	4,000	4,000	3,000
30-6000-2099	Insurance			6,130	6,000	6,000	6,000
30-6000-3020	Telephone			1,987	2,000	2,000	2,000
30-6000-3030	Postage			2,846	3,500	3,500	3,500
30-6000-3040	Publishing Ads			-	1,000	1,000	1,000
30-6000-4010	Mileage			-	600	600	600
30-6000-4020	Lodging			-	1,000	1,000	1,000
30-6000-4030	Convention/Conference			-	1,000	1,000	1,000
30-6000-4040	Meals			787	500	500	1,000
30-6000-4050	Safety/Training			516	2,000	2,000	2,000
30-6000-4150	Contracted Services			25,160	25,000	25,000	25,000
306000-5100	Well Maintenance			-	19,500	19,500	40,000
30-6000-5101	Well #1			81	-	-	-
30-6000-5105	Well #5			5,696	-	-	-
30-6000-5109	Well #9			86	-	-	-
30-6000-5115	Well #15			86	-	-	-
30-6000-5125	Well #25			594	-	-	-
30-6000-5139	Well #39			2,404	-	-	-
30-6000-5141	Well #41			618	-	-	-
30-6000-5142	Well #42			8	-	-	-
30-6000-5143	Water Meter Replacement			(18,578)	30,000	30,000	20,000
30-6000-5510	Lawn Maintenance			700	1,500	1,500	1,500
30-6000-5526	Computer Expense			12,199	4,000	4,000	4,000

	Water Fund			FY 2020	FY 2021		FY2022
				Actual	Adopted	Adopted	Proposed
					Budget	Budget	Budget
30-6000-6020	Repairs & Maintenance			31,940	50,000	50,000	50,000
30-6000-6025	Equipment Repairs & Maint. (Replaces ISF)			19,649	24,966	24,966	24,827
30-6000-6030	Uniforms			3,330	3,500	3,500	3,500
30-6000-6120	Lab Tests			6,451	4,000	4,000	6,000
30-6000-6130	Connections			-	3,500	3,500	3,500
30-6000-6150	DHCD Utility Grant			-	-	1,450	123
30-6000-7089	Utility Map Updates			4,630	9,000	9,000	7,000
30-6000-7091	100,000 G Tank Maintenance			2,166	5,000	5,000	4,000
30-6000-7094	SS 100,000 G. Tank Maintenance			-	5,000	5,000	4,000
30-6000-7092	Capital Improvements			90,506	67,631	67,631	50,083
30-6000-7093	Million gallon tank			3,393	6,000	6,000	6,000
30-6000-7222	Debt Service			4,615	7,500	7,500	7,500
30-6000-7420	Legal Fees			4,312	20,000	20,000	10,000
30-6000-7440	Engineering			-	30,000	30,000	30,000
30-6000-8000	County Water Line Maintenance			13,052	20,000	20,000	28,000
30-6000-8001	Water Purchased			143,886	150,000	150,000	150,000
30-6000-9020	Membership Dues			400	1,000	1,000	500
30-6000-9030	Bank Charges			4,319	3,000	3,000	3,000
30-6000-9070	Consumer Reports			-	-	-	-
30-6000-9080	Backflow Prevention Program			618	-	-	500
NEW	Church Street Waterline			-	-	-	650,000
NEW	DHCD Grant Fee				-	-	10,000
	Depreciation			97,144	-	-	-
	Total Expenditures			\$ 576,968	\$ 623,277	\$ 627,810	\$ 1,279,183

	Sewer Fund				FY 2020	FY 2021		FY2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
REVENUES								
31-3810-0000	Intergovernmental Revenue				2,004	1,700	1,700	1,700
31-3900-0010	Transfer from General Fund				26,462	-	-	-
31-5001-0000	Sewer Sales				819,924	850,000	850,000	860,000
31-5002-0000	Connection Fees				9,400	2,500	2,500	2,500
31-5005-0000	Availability Fees				15,700	7,500	7,500	7,500
31-5006-0000	Interest				3,897	3,500	3,500	3,500
31-5007-0000	WW Facility Improve Fund				76,573	76,573	76,573	38,286
31-5011-0000	Park Service Maintenance				6,319	1,800	1,800	20,000
31-5802-0001	USDA Loan Proceeds				-	-	1,672,814	200,001
31-5802-0002	USDA Grant 1 Proceeds				-	-	1,879,000	1,879,000
31-5802-0003	USDA Grant 2 Proceeds				-	-	3,501,000	3,501,000
31-5802-0004	DHCD Utility Grant Proceeds				-	-	2,620	349
31-5004-0000	Miscellaneous				120	-	-	-
31-5901-0000	Use of Undesig. Funds				-	89,116	379,744	140,101
31-5804-0000	USDA				-	-	-	-
Total Revenues and Use of Available Cash					\$ 960,399	\$ 1,032,689	\$ 8,378,751	6,653,937
Expenses								
31-7000-1010	Regular Salaries				200,921	112,000	115,275	115,000
31-7000-2010	FICA				15,372	8,600	8,853	8,300
31-7000-2020	VRS				800	6,300	6,380	6,500
31-7000-2030	Health Insurance				34,787	13,680	13,680	13,600
31-7000-2040	VRS Life Insurance				-	1,400	1,420	1,500
31-7000-2060	Unemployment				134	500	500	500
31-7000-2070	Workers Compensation				3,150	2,900	2,900	3,000
31-7000-2099	Insurance				5,261	6,000	6,000	6,000
31-7000-3020	Telephone				1,910	2,500	2,500	2,500
31-7000-3030	Postage				2,912	3,000	3,000	3,000
31-7000-3040	Publishing Ads				-	500	500	1,000
31-7000-4010	Mileage				-	250	250	250
31-7000-4020	Lodging				-	750	750	750
31-7000-4030	Convention/Conference				-	1,000	1,000	1,000
31-7000-4040	Meals				358	300	300	700
31-7000-4050	Safety/Training				1,095	2,000	2,000	2,000
31-7000-4150	Contracted Services				56,743	45,000	45,000	45,000
31-7000-5025	Water & Sewer				30,384	32,000	32,000	40,000
31-7000-5070	Park Service Maintenance				1,801	4,000	4,000	20,000
31-7000-5071	IDA PS				2,848	3,000	3,000	3,000
31-7000-5210	Pump Station Maintenance				14,595	28,000	28,000	53,000
31-7000-5510	Lawn Maintenance				377	2,000	2,000	2,000
31-7000-5520	Sewer Jetter Machine				833	1,500	1,500	1,200
31-7000-5526	Computer Expense				3,943	4,000	4,000	4,000
31-7000-5529	D S Nash Generator				742	3,000	3,000	3,000
31-7000-5530	SBR Generator Maintenance				2,028	3,000	3,000	3,000

	Sewer Fund				FY2020	FY2021		FY2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
31-7000-5531	Standby Generator Maintenance				1,077	3,000	3,000	3,000
31-7000-5532	Goodwin Portable Pump				-	1,000	1,000	1,000
31-7000-6020	Repairs & Maintenance				25,958	35,000	35,000	40,000
31-7000-6023	Tools				-	1,000	1,000	1,000
31-7000-6025	Equipment Repairs & Maint. (Replaces ISF)				28,553	26,353	26,353	25,038
31-7000-6030	Uniforms				3,077	3,500	3,500	3,500
31-7000-6120	Lab Tests				20,085	25,000	25,000	25,000
31-7000-6130	Connections				-	5,000	5,000	5,000
31-7000-6140	SBR O&M				78,974	73,000	126,000	126,000
31-7000-6141	I & I Project (contingency)				-	-	200,000	200,000
31-7000-6142	I & I Project (construction)				-	-	-	-
31-7000-6143	I & I Project Interest				-	80,325	80,325	46,000
31-7000-6150	I & I USDA Construction				-	-	5,718,511	4,768,217
31-7000-6151	I & I USDA Legal Fees				-	-	18,113	11,175
31-7000-6152	I & I USDA Bond Counsel				-	-	20,000	8,409
31-7000-6153	I & I USDA Engineering - Land Rights				-	-	200,000	-
31-7000-6154	I & I USDA Engineering - Basic				-	-	73,530	23,579
31-7000-6155	I & I USDA Engineering - Inspection				-	-	219,125	97,107
31-7000-6156	I & I USDA Engineering - Additional				-	-	85,322	180,235
31-7000-6157	I & I USDA - Interest				-	-	102,702	-
31-7000-6158	I & I USDA - Project Contingency				-	-	615,510	291,279
31-7000-6159	DHCD Utility Grant				-	-	2,620	349
31-7000-6160	WWTP O&M				44,233	47,000	47,000	45,000
31-7000-7089	Utility Map Updates				-	10,000	10,000	8,000
31-7000-7090	Capital Maintenance				-	-	-	85,000
31-7000-7091	Capital Improvements				-	124,000	158,000	180,083
31-7000-7215	General Fund Loan				-	20,000	20,000	-
31-7000-7220	Debt Loan (VRA)					157,331	157,331	78,666
31-7000-7222	Debt Service				8,318	11,500	11,500	11,500
31-7000-7223	Debt TRP Replacement Project				4,169	84,000	84,000	-
31-7000-7440	Sewer Engineering Fees				3,461	30,000	30,000	30,000
31-7000-9031	SBR Permit FEES				2,721	7,000	7,000	10,000
31-7000-9040	Collection Fees				-	1,500	1,500	-
New	Sewer Legal NEW				313,704	-	-	10,000
	Total Operating Expenses				\$ 915,325	\$ 1,032,689	\$ 8,378,751	\$ 6,653,937

	Internal Service Fund				FY 2020	FY 2021		FY 2022
					Actual	Adopted	Amended	Proposed
						Budget	Budget	Budget
	Beginning Available Cash							
REVENUES								
60-4001-0000	General Fund Contribution				62,021	87,381	87,381	-
60-4002-0000	Water Fund Contribution				19,649	24,966	24,966	-
60-4003-0000	Sewer Fund Contribution				15,327	26,353	26,353	-
	Total Revenues and Use of Available Cash				\$ 96,998	\$ 138,700	\$ 138,700	\$ -
Expenses								
60-7500-2099	Insurance				9,251	12,000	12,000	-
60-7500-5501	Leaf Machine				1,154	2,000	2,000	-
60-7500-5502	John Deere 410J Backhoe				2,977	4,000	4,000	-
60-7500-5503	2014 Ford F150 Truck				1,096	2,500	2,500	-
60-7500-5504	2010 International Dump Truck				1,199	2,000	2,000	-
60-7500-5505	2007 Chevrolet Truck				1,118	2,000	2,000	-
60-7500-5506	Street Sweeper				1,808	3,000	3,000	-
60-7500-5507	2011 Ford Truck				1,007	2,500	2,500	-
60-7500-5508	Generator				-	500	500	-
60-7500-5509	2013 Dump Truck				590	3,500	3,500	-
60-7500-5510	International Dump Truck				574	3,400	3,400	-
60-7500-5511	John Deere 410				408	4,500	4,500	-
60-7500-5512	1998 Dodge				1,900	3,500	3,500	-
60-7500-5513	2004 Chevy Pickup				1,380	2,000	2,000	-
60-7500-5514	2006 Chevy Pickup				1,801	2,500	2,500	-
60-7500-5515	2013 Ford F150 Truck				1,824	2,500	2,500	-
60-7500-5516	Malibu				1,023	1,000	1,000	-
60-7500-5517	GMC Dump Truck				-	-	-	-
60-7500-5518	Case Tractor				1,525	4,000	4,000	-
60-7500-5519	2004 Chevy Truck (white)				3,286	3,000	3,000	-
60-7500-5520	2011 Chevy Truck				1,007	5,000	5,000	-
60-7500-5525	2017 Ford F 350				1,100	2,000	2,000	-
60-7500-5526	Airman Air Compressor				408	800	800	-
60-7500-5527	1992 Ford Tractor w/ Alamo Boom				586	3,500	3,500	-
60-7500-5529	Town Vehicle - SUV				1,100	2,000	2,000	-
60-7500-6020	Supplies				-	5,000	5,000	-
60-7500-9100	Depreciation				54,810	60,000	60,000	-
	Total Operating Expenses				\$ 92,932	\$ 138,700	\$ 138,700	\$ -

2021-2022 PROPOSED BUDGET

2021-2022 Revenues

General Fund	\$2,973,203.00	
Internal Service Fund	\$0.00	
Water Fund	\$1,279,183.00	
Sewer Fund	\$6,653,937.00	
TOTAL		\$10,906,323.00

2021-2022 Expenditures

General Fund

Council	\$49,800.00
Administrative	\$546,094.00
Professional	\$123,000.00
Police Dept.	\$106,050.00
Tourism	\$77,250.00
Fire Dept.	\$41,000.00
Public Works Dept	\$946,326.00
Sanitation Dept.	\$150,000.00
Prop. Mt. & Const.	\$800,283.00
Town Shop	\$33,300.00
Donations & Contributions	\$20,000.00
Zoning	\$51,000.00
Town Office	\$29,100.00
TOTAL	\$2,973,203.00

Internal Service Fund \$0.00

Water Fund \$1,279,183.00

Sewer Fund \$6,653,937.00

TOTAL \$10,906,323.00

Fund	Adopted Revenue	Adopted Exp.	Difference
General Fund	\$2,973,203.00	\$2,973,203.00	\$0.00
Internal Service Fund	\$0.00	\$0.00	\$0.00
Water Fund	\$1,279,183.00	\$1,279,183.00	\$0.00
Sewer Fund	\$6,653,937.00	\$6,653,937.00	\$0.00
Total	\$10,906,323.00	\$10,906,323.00	\$0.00

File Attachments for Item:

2. Proposed Appomattox Town Code adoption:

Chapter 117, section 28-30 - Regulation of Residential Chicken Keeping

Chapter 195 - General Provisions, definitions

Chapter 195, section 163 - Residential Chicken Keeping

PUBLIC HEARING NOTICE
TOWN OF APPOMATTOX

The Appomattox Town Council will hold a public hearing on Tuesday, May 25, 2021 at 6:00 p.m. in the Council Chambers of the Appomattox Municipal Building located at 210 Linden Street, Appomattox, Virginia.

The purpose of this public hearing will be to receive public comments concerning adoption by the Town Council of:

1. To amend Chapter 117 of the Code of the Town of Appomattox, Chapter 117, to add Article V and to add the following provision which shall become Section 117-28 through 117-30 thereof, entitled “Regulation of Residential Chicken Keeping”.
2. To amend Chapter 195 of the Code of the Town of Appomattox, thereof, entitled Zoning, Article I, entitled “General Provisions”, to incorporate the following definitions into the existing definitions of this section.
3. To amend Chapter 195 of the Code of the Town of Appomattox, thereof, entitled Zoning, to add a new article providing for Article XVII, entitled “General Provisions”, Section 195-163, entitled “Residential Chicken Keeping”.

The meeting will be open to the public, but with only limited seating available in order to promote social distancing as established by Executive Order #65 issued by the Governor of the Commonwealth of Virginia (June 5, 2020), further as established in Executive Order #72 issued by the Governor of the Commonwealth of Virginia (December 10, 2020) those accessing local government buildings are required to wear face coverings.

Citizens also can participate in the meeting in the following ways:

- Dial-in number (US): **1 + (339) 207-6609**. Please mute your call. Those calling in will be able to speak during the scheduled period.
- Join the online meeting: <https://join.freeconferencecall.com/appomattoxtown> and using Online meeting ID: appomattoxtown. Please mute your online call.
- Facebook: <https://www.facebook.com/townofappomattox/> and using the option to watch the live video of the meeting in progress.

A complete copy of the proposed ordinance is available at the Appomattox Town Office, 210 Linden Street, Appomattox, Virginia or by calling Roxanne W. Casto, Clerk of Council at 434-352-8268.

AN ORDINANCE TO AMEND Chapter 117 of the Code of the Town of Appomattox, Chapter 117, to add Article V and to add the following provision which shall become Section 117-28 through 117-30 thereof, entitled “Regulation of Residential Chicken Keeping”

Be it ordained by the Council of the Town of Appomattox, as follows:

Section 1. Sections 117-28 through 117-30 of Chapter 117 of the Code of the Town of Appomattox shall appear as follows:

Article V. Regulation of Residential Chicken Keeping

§ 117-28. Definitions.

For the purpose of this article, the following words and phrases shall have the meanings ascribed to them by this section, unless otherwise indicated to the contrary:

Capon: A neutered male chicken.

Chicken: A domestic fowl.

Chicken enclosure: A fenced or wired area, in addition to a coop, that provides chickens with a predator-resistant, outside space.

Coop: A building or enclosed structure that houses chickens and provides shelter from the elements and from predators.

Hen: A female chicken.

Poultry: All domestic fowl and game birds raised in captivity.

Poultry nuisance: A poultry nuisance occurs when any poultry endangers the life or health of other animals or persons or substantially interferes with the rights of citizens, other than their owners, to the enjoyment of life or property. Such acts of nuisance shall include, but are not limited to, the following: (1) Damaging property other than that of the animal’s owner; (2) Attacking other animals, persons or vehicles; (3) Creating noxious or offensive odors; and (4) Creating an unsanitary condition or insect breeding site due to an accumulation of excreta or filth.

Rooster: A non-neutered male chicken.

§ 117-29. Standards for Residential Chicken Keeping.

The keeping of up to six (6) hens shall be permitted in non-agriculturally zoned areas of the Town on properties which meet and maintain all of the following standards:

- (a) The principal use of the property shall be for a single-family dwelling;
- (b) The property shall be 30,000 square feet or greater in size;
- (c) Hens shall be kept within a coop or chicken enclosure at all times and shall not be permitted to run at large;
- (d) Coops and chicken enclosures shall be setback at least ten (10) feet from side and rear property lines and at least fifty (50) feet from any residential dwelling on an adjacent lot. Coops and chicken enclosures shall also be located behind the front building line of the principal structure.
- (e) Coops shall provide at least two (2) square feet of interior space per chicken and chicken enclosures shall provide at least ten (10) square feet of exterior space per chicken with a maximum total area of 150 square feet for both the coop and chicken enclosure. Neither the coop or chicken enclosure shall exceed ten (10) feet in height.
- (f) Coops and chicken enclosures shall be well-ventilated and kept in a clean, dry and sanitary condition at all times.
- (g) Provision shall be made by the property owner for the safe storage and removal of chicken waste. Such waste shall not create a nuisance or health hazard.
- (h) All chicken feed or other material intended for consumption by chickens shall be kept in containers impenetrable by rodents, insects or predators.
- (i) The keeping of roosters, capons and crowing hens is prohibited.
- (j) The outdoor slaughtering of chickens is prohibited.

§ 117-30. Violations and Penalties.

Violations of any provision of this article shall be punishable as follows:

- (a) For a first offense within one year, a class 4 misdemeanor.
- (b) For a second offense within one year, a class 3 misdemeanor.
- (c) For a third offense within one year, a class 2 misdemeanor.

In addition, any such violation is hereby declared a public nuisance and any person suffering injury or damage therefrom shall be entitled to seek the correction, removal or abatement of such nuisance through an appropriate suit in equity.

Section 2. Effective Date.

This ordinance shall become effective on _____.

AN ORDINANCE TO AMEND Chapter 195 of the Code of the Town of Appomattox, Chapter 195, Article I, entitled “General Provisions”, to incorporate the following definitions into the existing definitions of this section.

Be it ordained by the Council of the Town of Appomattox, as follows:

Section 1. Section 195-1 of Chapter 195 of the Code of the Town of Appomattox shall appear as follows:

Article I. General Provisions

§ 195-1. Definitions. (*Note: the following definitions should be incorporated into the existing definitions in this section.*)

Capon: A neutered male chicken.

Chicken: A domestic fowl.

Chicken enclosure: A fenced or wired area, in addition to a coop, that provides chickens with a predator-resistant, outside space.

Coop: A building or enclosed structure that houses chickens and provides shelter from the elements and from predators.

Hen: A female chicken.

Poultry: All domestic fowl and game birds raised in captivity.

Section 2. Effective Date.

This ordinance shall become effective on _____.

1. AN ORDINANCE TO AMEND Chapter 195 of the Code of the Town of Appomattox, thereof, entitled Zoning, to add a new article providing for Article XVII, entitled “General Provisions”, Section 195-163, entitled “Residential Chicken Keeping”.

Be it ordained by the Council of the Town of Appomattox, as follows:

Section 1. Section 195-163 of Chapter 195 of the Code of the Town of Appomattox shall appear as follows:

Article XVII. General Provisions

§ 195-163. Residential Chicken Keeping.

The keeping of up to six (6) female chickens (hens) shall be permitted as an accessory use to a single family residence, subject to the standards set out in Chapter 117, Article V, in the following zones: R-1, R-2, R-3 and MHP-1. Residential use types may include the following accessory structures on the same site or lot:

(a) Coops and chicken enclosures provided they are setback at least ten (10) feet from side and rear property lines and at least fifty (50) feet from any residential dwelling on an adjacent lot. Coops and chicken enclosures shall also be located behind the front building line of the principal structure. Coops shall provide at least two (2) square feet of interior space per chicken and chicken enclosures shall provide at least ten (10) square feet of exterior space per chicken with a maximum total area of 150 square feet for both the coop and chicken enclosure. Neither the coop or chicken enclosure shall exceed ten (10) feet in height.

(b) No such accessory use shall be permitted on any lot until the lot owner has first obtained a zoning permit.

Section 2. Effective Date.

This ordinance shall become effective on _____.