



**Town of Gordonsville, Virginia  
Agenda Item Summary  
October 19, 2020**

<p><b><u>AGENDA ITEM 12a</u></b> New Business <b><u>AGENDA TITLE:</u></b> Consideration of FY2020-2021 Appropriations Schedule Correction. <b><u>PRESENTER:</u></b> Mayor Robert Coiner</p>	<p><b><u>DISPOSITION:</u></b> <input checked="" type="checkbox"/> Action Required    <input type="checkbox"/> For Discussion <input type="checkbox"/> Consent Agenda    <input type="checkbox"/> Closed Session <input type="checkbox"/> Informational</p> <p><b><u>ATTACHMENTS:</u></b> <input checked="" type="checkbox"/> yes                            <input type="checkbox"/> no</p>
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**BACKGROUND:**

Staff has realized that the appropriations schedule for FY2020-FY2021 adopted by Town Council as part of the annual budget consideration on May 18, 2020 does not reflect the water rates adopted by Council on November 18, 2019. Attached for Council’s consideration is a corrected FY2020-FY2021 appropriations schedule that reflects the current water rates being billed for water usage in accordance with Council’s action to adopt new water rates on November 18, 2019 (see approved ordinance attached).

**STAFF RECOMMENDATION:**

Staff recommends that Council adopt resolution #2020-10a approving the revised FY2020-FY2021 appropriation schedule, as presented.

**MOTION FOR CONSIDERATION:**

“Motion to adopt resolution #2020-10a approving the revised FY2020-FY2021 appropriation schedule, as presented.”

**Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule**

**Revenues**

<b>General Fund</b>	
Property Taxes	\$ 250,900
Other Local Taxes	\$ 698,130
Permits and Other Licenses	\$ 1,250
Fines and Forfeitures	\$ 160,000
Revenue From Use of Money & Property	\$ 566,420
Transfers & Miscellaneous Revenue	\$ 455,580
Revenue from Commonwealth	\$ 116,490
Federal Revenues	\$ 678,200
Loan Proceeds	\$ -

**Water Fund**

Other Local Taxes	\$ 14,300
Revenue From Use of Money & Property	\$ 83,100
Water & Sewer Revenue	\$ 1,320,000
Transfer, Reimb, Miscellaneous Revenue	\$ 200
Other Water/Sewer Revenue	\$ 43,100
Loan Proceeds	\$ -

**Pool Fund**

Operations Revenue	\$ 14,300
Transfers, Donations, & Miscellaneous	\$ 30,570

**Airport Fund**

Revenue from Use of Property	\$ 38,000
Revenue from the Commonwealth	\$ 1,916,590
Transfers, Donations & Miscellaneous	\$ 94,000
Transfers and Miscellaneous Revenue	\$ 236,480
	<u>\$ 6,717,610</u>

**Expenditures**

<b>General Fund</b>	
Town Attorney	\$ 20,550
Town Council	\$ 18,420
Administration Salaries	\$ 106,600
Administration Expenses	\$ 149,620
Town Treasurer Salaries	\$ 98,350
Town Treasurer Expenses	\$ 52,920
Police Salaries	\$ 537,940
Police Expenses	\$ 82,200
Asset Forfeiture	\$ -
Public Works Salaries	\$ 250,250
Public Works Expenses	\$ 187,700
Health & Welfare Refunds	\$ 2,800
Grant Projects	\$ 694,000
Visitor Center Salaries	\$ 36,400
Visitor Center Expenses	\$ 11,000
Funds Donated	\$ 14,250
Capital Outlay	\$ 254,300
Debt Service	\$ 146,120
Transfers	\$ 263,550

**Water Fund**

Town Attorney	\$ 2,310
Town Council	\$ 2,100
Administration Salaries	\$ 45,720
Administration Expenses	\$ 761,150
Town Treasurer Salaries	\$ 98,350
Town Treasurer Expenses	\$ 55,670
Public Works Salaries	\$ 245,500
Public Works Expenses	\$ 76,450
Capital Outlay	\$ 57,100
Debt Service	\$ 116,350
Transfers	\$ -

**Pool Fund**

Operation Salaries	\$ 28,650
Operation Expenses	\$ 16,220
Swim Team Salaries	\$ -
Swim Team	\$ -

**Airport Fund**

Operation Expenses	\$ 48,250
Grant Projects	\$ 1,916,590
Capital Outlay	\$ 320,230
	<u>\$ 6,717,610</u>

**Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule**

<b>TAXES:</b>		
Real estate tax	\$0.117	per \$100.00 assessed value (EQUALIZED)
Tangible personal property tax	\$0.99	per \$100.00 assessed value
Machinery & tools tax	\$0.24	per \$100.00 assessed value
Real Estate & Personal Property tax of Public Service Corporation	\$0.117	per \$100.00 assessed value (EQUALIZED)
Motor vehicle licensing fee (automobiles)	\$30.00	
Motor vehicle licensing fee (motorcycles)	\$20.00	
Communication Tax		Set by State Code
Utility service tax	20.0%	of ea. monthly bill not to exceed \$3.00/mo. (\$1.50/mo. for all water service)
Transient Occupancy Tax	4.00%	
Meals tax	6.24%	
Cigarette tax	\$0.20	per pack
Bank stock tax		Established by Va. Department of Taxation
Business license Fee	\$30.00	For business with gross receipts of \$30 or more.
<b>Business license Taxes:</b>		
Contractor	\$0.16	per \$100.00 of gross receipts
Retail sales	\$0.20	per \$100.00 of gross receipts
Financial, real estate, professional services	\$0.40	per \$100.00 of gross receipts
Repair, personal, & business services	\$0.36	per \$100.00 of gross receipts
Wholesale merchants	\$0.05	per \$100.00 or purchases
Public service corporations		20% of charge made by seller - no more than \$3.00 a month
Carnival, circuses & speedways	\$50.00	for each performance
Fortunetellers, clairvoyants, & practice of palmistry	\$1,000.00	per year
Itinerant merchants & peddlers	\$50.00	per year
Savings institutions & credit unions	\$50.00	per year
Professional photographers	\$10.00	per year
Direct sellers whose total sales exceed \$4,000	\$0.20	per \$100 or 5% per \$100.00 of wholesales
Alcoholic beverages		See Appendix A - Alcoholic Beverage Breakdown
<b>ADMINISTRATIVE FEE SCHEDULE:</b>		
Copies	\$0.50	per sheet
Facsimile	\$1.00	plus \$0.25 per page
Return check fee	\$40.00	
Accident report fee	\$5.00	
Academy background checks	\$350.00	
Police Department report fee (digital traffic report)	\$25.00	
Extended hours application fee	\$25.00	plus \$175 advertising costs (additional advertising costs will be billed)
Solicitor Permit Fee	\$20.00	
<b>Parking fines:</b>		
Fine for fees paid within 72 hours	\$10.00	
Fine for fees paid after 72 hours	\$20.00	
Handicap parking space violation	\$100.00	
Truck traffic violation fee	\$250.00	
Shelter rental fee in-town	\$25.00	
Shelter rental fee out-of-town	\$40.00	
Yard sale permit fee	no fee	Limit to 4 per calendar year.
Christmas tree memorial	\$10.00	per name for one year; \$50 perpetual
Short-term rental registration fee	\$35.00	per establishment
Notary fee out-of-town	\$5.00	per document
Department of Motor Vehicles Stop Removal Fee	\$25.00	fee assessed by Virginia Department of Motor Vehicles
Trash Collection Fee	\$4.00	per month per curbside collection unit (residential and small business)

**Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule**

<b>PUBLICATIONS:</b>		
Hard copy of Town Land Development Ordinance	\$20.00	
Hard copy of Town Comprehensive Plan	\$20.00	
Hard copy of Town Public Facilities Manual	\$20.00	
Hard copy of Design guidelines for HOD	\$5.00	
<b>DIX MEMORIAL POOL FEES:</b>		
Open Swim:		
General Admission in-town		
Children ages 2 and younger	Free	with paying adult
Youth ages 3-17 (14 and younger to be accompanied by a paying adult)	\$3.00	
Adults ages 18-59	\$4.00	
Seniors age 60+	\$3.00	
Military (active duty, reserve, retired)	\$3.00	
General Admission out-of-town		
Children ages 2 and younger	Free	with paying adult
Youth ages 3-17 (14 and younger to be accompanied by a paying adult)	\$4.00	
Adults ages 18-59	\$5.00	
Seniors age 60+	\$4.00	
Military (active duty, reserve, retired)	\$4.00	
Non-swimming guardian in-town	\$2.00	
Non-swimming guardian out-of-town	\$3.00	
Group rate in-town (per person)	\$3.00	
Group rate out-of-town (per person)	\$5.00	
12-visit punch card in-town	\$30.00	
12-visit punch card out-of-town	\$45.00	
Single season pass in-town	\$65.00	
Single season pass out-of-town	\$100.00	
Family season pass in-town	\$130.00	
Family season pass out-of-town	\$195.00	
Group season pass in-town (up to six per group)	\$165.00	
Group season pass out-of-town (up to six per group)	\$250.00	
Pool Pavilion Rental:		
Pool pavilion rental in-town (up to 20 guests)	\$65.00	an hour (two picnic tables per pavilion)
Pool pavilion rental out-of-town (up to 20 guests)	\$85.00	an hour (two picnic tables per pavilion)
Learn To Swim:		
Swimming lessons in-town	\$63.00	3 student minimum / 8 student maximum
Swimming lessons out-of-town	\$68.00	3 student minimum / 8 student maximum
Swim Team:		
Swim team before registration deadline	\$90.00	
Swim team after registration deadline	\$110.00	
<b>MAPLEWOOD CEMETERY BURIAL FEES:</b>		
Burial Permit fee	\$100.00	
Deed transfer fee	\$50.00	
Stone setting fee	\$25.00	
Grave site purchase fees:		
Upright section	\$800.00	per grave
Flat section	\$800.00	per grave
Section 48	\$20.00	per square foot with a minimum of 10 graves purchased
Lower Rhett Section	\$900.00	per grave
Higher Rhett Section	\$1,000.00	per grave

**Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule**

<b>DEVELOPMENT FEES SCHEDULE:</b>		
Permit fees:		
Zoning permit app. & site plan (accessory structures)	\$10.00	per structure
Zoning permit app. & site plan (single family dwellings/additions)	\$25.00	per dwelling unit or addition
Zoning permit app. & site plan (multi-family dwellings)	\$200.00	plus \$175 advertising costs (additional advertising cost will be billed)
Zoning permit app. & site plan (commercial structures)	\$200.00	
Zoning permit app. & site plan for a new sign	\$10.00	per sign plus \$1.00 per every 2 square foot of signage
Zoning permit app. & site plan for a sign face replacement	\$5.00	
Zoning permit app. & site plan for a conditional use	\$200.00	plus \$175 advertising costs (additional advertising cost will be billed)
Board of Zoning Appeals processing fee	\$200.00	plus \$175 advertising costs (additional advertising cost will be billed)
Planning fees:		
Zoning amendment (re-zoning) application	\$200.00	plus \$175 advertising costs (additional advertising cost will be billed)
Subdivision review fees:		
Preliminary plan review for minor subdivision (4 lot or less)	\$25.00	per lot + \$175 advertising costs (additional advertising cost billed)
Preliminary plan review for major subdivision (5 or more lots)	\$200.00	plus \$10 per lot & \$175 advertising costs.(add. advert. cost billed)
Final subdivision plat review	\$25.00	
Boundary adjustment	\$5.00	
Inspection fee		Direct labor cost.
Development engineering review fees	\$300.00	Initial payment. Additional costs will be billed
<b>EQUIPMENT CHARGES:</b>		
Backhoe	\$85.00	an hour
Pick up truck	\$15.00	an hour
Flatbed or dump truck	\$50.00	an hour
Street sweeper	\$95.00	an hour
Air compressor	\$25.00	an hour
<b>VISITOR CENTER CHARGES:</b>		
Sale of Merchandise:		
DVD's	\$10.00	per DVD
T-Shirts	\$10.00	per shirt
Wine glasses	\$5.00	per glass
Tote bags	\$10.00	per bag
Fried Chicken Festival Fees:		
Fried chicken contest entry fee	\$10.00	per entry
Pie contest entry fee	\$5.00	per entry
Wine Garden entry fee	\$5.00	per person
Wine Garden vendor fee	no fee	per ABC regulations
Artisan/Craft vendor booth rental	\$40.00	per vendor
T-shirt purchase	\$10.00	per shirt
5K Event Fees:		
Registration - pre-event	\$15.00	per person
Registration - day of event	\$20.00	per person
<b>AIRPORT CHARGES:</b>		
Hangar Rental Fees:		
Langley Hangar:		
Plane storage	\$200.00	per month
Event Rental	\$350.00	per event
T-hangar (regular)	\$250.00	per month
T-hangar (large)	\$275.00	per month
Sedwick hangar	\$300.00	per month
Tie-down fee	\$10.00	per month
Fuel sales		per gallon price based on current market value

**Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule**

<b>WATER/SEWER RATES &amp; FEES:</b>		
Residential/commercial in-town water - 1st 1,000 gallons ( <i>base rate</i> )	\$23.62	
Residential/commercial in-town water - over 1,000 gallons ( <i>unit rate</i> )	\$7.52	per 1,000 gallons
Residential/commercial out-of-town water - 1st 1,000 gallons ( <i>base rate</i> )	\$37.62	
Residential/commercial out-of-town water - over 1,000 gallons ( <i>unit rate</i> )	\$11.27	per 1,000 gallons
Sewer in-town - 1st 1,000 gallons ( <i>base rate</i> )	\$19.99	
Sewer in town - over 1,000 gallons ( <i>unit rate</i> )	\$8.54	per 1,000 gallons
Sewer out-of-town - 1st 1,000 gallons ( <i>base rate</i> )	\$22.76	
Sewer out-of-town - over 1,000 gallons ( <i>unit rate</i> )	\$8.54	per 1,000 gallons
Industrial in-town water - 1st 1,000 gallons ( <i>base rate</i> )	\$28.62	
Industrial in-town water - over 1,000 gallons ( <i>unit rate</i> )	\$7.52	per 1,000 gallons
Industrial out-of-town water - 1st 1,000 gallons ( <i>base rate</i> )	\$46.86	
Industrial out-of-town water - over 1,000 gallons ( <i>unit rate</i> )	\$9.39	per 1,000 gallons
RSA - water - 1st 1,000 gallons ( <i>base rate</i> )	\$37.62	
RSA water - over 1,000 gallons ( <i>unit rate</i> )	\$11.27	
G.P.S. quarry water agreement - 1st 1,000 gallons ( <i>base rate</i> )	\$9.37	
G.P.S. quarry water agreement - over 1,000 gallons ( <i>unit rate</i> )	\$1.88	per 1,000 gallons
G.P.S. water agreement 1st reserve - 1st 1,000 gallons ( <i>base rate</i> )	\$46.86	
G.P.S. water agreement 1st reserve - over 1,000 gallons ( <i>unit rate</i> )	\$9.39	per 1,000 gallons
G.P.S. water agreement 2nd reserve ( <i>0 - 3,000,000 gallons per month</i> )	\$3.79	per 1,000 gallons
G.P.S. water agreement 2nd reserve ( <i>3,000,0001 - 6,000,000 gallons per month</i> )	\$5.60	per 1,000 gallons
Bulk potable bulk water sales	\$1.65	100 gallons + direct labor cost for delivery/inspection
Bulk non-potable water sales		direct labor cost for delivery/inspection
Water Connection fee		direct labor material cost for making the connection
Applicant fee for existing water services (water cut-on fee)	\$30.00	
Water deposit for lessees	\$200.00	
Delinquent water deposit for property owners & lessees	\$200.00	
Water Payment Delinquent fee (cut-on fee after cut-off for non-payment)	\$50.00	
Utility billing late payment penalty	\$5 or 1.5%	of amount due; whichever is greater
After-hours service fee		direct labor cost; current fee
<b>WATER AVAILABILITY FEES (in-town):</b>		
3/4" meter	\$5,000.00	plus the actual cost of installation
1" meter	\$6,000.00	plus the actual cost of installation
1 1/2" meter	\$9,000.00	plus the actual cost of installation
2" meter	\$12,000.00	plus the actual cost of installation
3" meter	\$18,000.00	plus the actual cost of installation
4" meter	\$24,000.00	plus the actual cost of installation
6" meter	\$36,000.00	plus the actual cost of installation
8" meter	\$48,000.00	plus the actual cost of installation
<b>WATER AVAILABILITY FEES (out-of-town):</b>		
3/4" meter	\$7,500.00	plus the actual cost of installation
1" meter	\$9,000.00	plus the actual cost of installation
1 1/2" meter	\$13,500.00	plus the actual cost of installation
2" meter	\$18,000.00	plus the actual cost of installation
3" meter	\$27,000.00	plus the actual cost of installation
4" meter	\$36,000.00	plus the actual cost of installation
6" meter	\$54,000.00	plus the actual cost of installation
8" meter	\$72,000.00	plus the actual cost of installation

Town of Gordonsville Fiscal Year 2020-2021 Appropriations Schedule

Appendix A - Alcoholic beverages license fee

<b>Alcoholic Beverage</b>		
Distiller's	\$1,000.00	
Fruit distiller	\$1,500.00	
Bed and Breakfast	\$40.00	
Museum	\$10.00	
Tasting	\$5.00	
Equine sporting event	\$10.00	
Day spa	\$20.00	
Motor car sporting event	\$10.00	
Meal-assembly kitchen	\$20.00	
<b>Beer</b>		
Brewery	\$1,000.00	
Bottler	\$500.00	
Wholesale beer	\$75.00	
Retail on-premises beer-hotel, restaurant, or club	\$25.00	
Beer shipper	\$10.00	
<b>Wine</b>		
Winery	\$50.00	
Wholesale wine	\$50.00	
Farm winery	\$50.00	
Wine shipper	\$10.00	
Retail on-premises wine and beer - off-site locations	\$37.50	
<b>Wine and beer</b>		
Retail on-premises wine & beer- for each retail off-premises	\$37.50	
Hospital	\$10.00	
Banquet	\$5.00	
Gourmet brewing shop	\$150.00	
Wine and beer shipper	\$10.00	
Annual banquet	\$15.00	
<b>Mixed beverages</b>		
Restaurant w/ seating capacity of 100 persons	\$200.00	
Restaurant w/ seating capacity between 100-150 persons	\$350.00	
Restaurant w/ seating capacity of more than 150 persons	\$500.00	
Private, nonprofit club restaurant	\$350.00	
Mixed beverage caterer	\$500.00	
Mixed beverage limited caterer	\$100.00	
Mixed beverage special events	\$10.00	
Mixed beverage club events	\$10.00	
Annual mixed beverage amphitheater	\$300.00	
Annual mixed beverage motor sports racetrack	\$300.00	
Annual mixed beverage banquet license	\$75.00	
Limited mixed beverage restaurant-seating cap up to 100	\$100.00	
Limited mixed beverage restaurant-seating cap 100-150	\$250.00	
Limited mixed beverage restaurant-seating more than 150	\$400.00	



**TOWN OF GORDONSVILLE RESOLUTION  
MAKING AN ANNUAL APPROPRIATION OF THE FUNDS  
CONTAINED IN THE APPROVED JULY 1, 2020 – JUNE 30, 2021 BUDGET**

Resolution # 2020-10a

**WHEREAS**, the Town of Gordonsville, Virginia is required by Chapter 25, Title 15.2 of the Code of Virginia, 1950, as amended, to prepare and approve a budget containing all contemplated expenditure of funds and to make appropriations therefrom; and

**WHEREAS**, the Town has prepared a budget for fiscal year beginning July 1, 2020 and ending June 30, 2021 as required by Section 9-3 of the Code of the Town of Gordonsville; and

**WHEREAS**, the Town Council, upon notice properly and duly given, held a public hearing on May 11, 2020 to receive public comment on the budget for fiscal year 2021; and

**WHEREAS**, the Town Council approved the budget for fiscal year 2021 on May 18, 2020 as required and permitted in Section 15.2-2506 of the Virginia Code;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council for the Town of Gordonsville, Virginia that Council does hereby amend the annual appropriation in accordance with the attached schedule, effective October 19, 2020.

This resolution is effective on adoption and is adopted on the 19 day of October 2020 by recorded vote as follows:

Mayor Coiner  
Vice-Mayor Winkey  
Councilmember Bradley

Councilmember Brooks  
Councilmember Samra

**TOWN OF GORDONSVILLE, VIRGINIA**

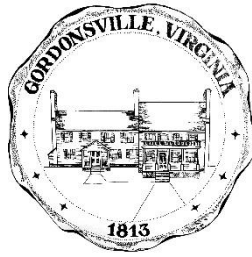
By: \_\_\_\_\_  
Robert K. Coiner, Mayor

**CERTIFICATE**

I attest and certify that the foregoing ordinance was adopted by the Gordonsville Town Council on October 19, 2020.

\_\_\_\_\_  
Janet W. Jones, CZO, Town Clerk





BE IT RESOLVED by the Town Council of the Town of Gordonsville that Section 23-50 of Town Code Article II of Chapter 23 be repealed and replaced with the following, which shall become effective with the November 15, 2019 water billing cycle.

**Sec. 23-50. Rates for water and sewer.**

*The charges for water furnished by the Town and sewer furnished by the Rapidan Service Authority shall be based on the amount of water passing through the meter, whether such water is used or wasted. Multiple-unit structures will be charged one base rate for each separate unit. The water and sewer rates are set forth in the tables contained in subsections (1) and (2) of this section:*

(1) *User type rates.*

<i>User Type</i>	<i>Inside-Town Rate</i>	<i>Out-of-Town Rate</i>
<i>Residential/commercial water base rate 0 to 1,000 gallons</i>	\$23.62	\$37.62
<i>Residential/commercial water unit rate over 1,000 gallons</i>	\$7.52/1,000 gallons	\$11.27/1,000 gallons
<i>Industrial base rate 0 to 1,000 gallons</i>	\$28.62	\$46.86
<i>Industrial unit rate Over 1,000 gallons</i>	\$7.52/1,000 gallons	\$9.39/1,000 gallons
<i>Sewer base rate 0 to 1,000 gallons</i>	\$19.99	\$22.76
<i>Sewer unit rate Over 1,000 gallons</i>	\$8.54/1,000 gallons	\$8.54/1,000 gallons
<i>RSA meter base rate 0 to 1,000 gallons</i>	\$37.62	
<i>RSA meter unit rate Over 1,000 gallons</i>	\$11.27/1,000 gallons	

(2) *Miscellaneous rates.*

<b><i>Other Rates</i></b>	<b><i>Amount</i></b>
<i>Bulk potable water sales</i>	<i>\$1.65 per 100 gallons plus direct labor cost for delivery and inspection of container.</i>
<i>Bulk non-potable water sales</i>	<i>Direct labor cost for delivery and inspection of container</i>
<i>Applicant fee for existing water service</i>	<i>\$30.00</i>
<i>Water deposit for lessees</i>	<i>\$200.00</i>
<i>Delinquent water deposit for property owners and lessees</i>	<i>\$200.00</i>
<i>Delinquent fee</i>	<i>\$50.00</i>

The second reading of this ordinance is waived.

This ordinance is adopted on November 18, 2019 by recorded vote as follows:

Mayor Robert Coiner	Aye	Councilmember Ronald Brooks	Aye
Vice-Mayor Emily Winkey	Aye	Councilmember Elizabeth Samra	Absent
Councilmember James Bradley	Aye		

**TOWN OF GORDONSVILLE, VIRGINIA**

By: \_\_\_\_\_  
**ROBERT K. COINER, MAYOR**

**CERTIFICATE**

I certify and attest that the foregoing Ordinance was duly adopted by the Town Council of the Town of Gordonsville, Virginia as set forth above on November 18, 2019.

\_\_\_\_\_  
Janet W. Jones, CZO, Town Clerk

\_\_\_\_\_  
Date