



Appomattox Town Council Regular Meeting Agenda

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

Monday, April 14, 2025

5:45 PM – Budget Work Session

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

1. COUNCIL AGENDA ITEM

TITLE: Budget Work Session

ISSUE: FY2026 Budget

RECOMMENDATION: Series of meetings in preparation of public hearing toward approval

TIMING: 5:45 pm

6:30 PM – Town Council Regular Meeting

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

Call to Order and Welcome to Visitors

Prayer & Pledge of Allegiance to the Flag of the United States of America

Approval of the Agenda

Public Hearing

2. The purpose of the public hearing will be to receive public comments concerning an ordinance to impose a fine of \$50.00 for Stopping, Standing, and Parking violations in the Town limits.

Mayor's Comments

Adoption of the Consent Agenda - April 14, 2025

All matters listed under consent agenda are considered routine by the council and will be approved or received by one motion in the form listed. Items may be removed from the consent agenda for discussion under the regular agenda upon motion of any council member and duly seconded.

[3.](#) March 10, 2025 Regular Council meeting and March 24, 2025 Workshop meeting

Scheduled Public Appearances

[4.](#) COUNCIL AGENDA ITEM TITLE:

ISSUE: Prospective Donation Recipient

TIMING: 3-minute presentation

BACKGROUND: Request of \$2,500.00 Donation for FY 2026 Budget

Citizen Comment

5. This time will allow our citizens the opportunity to address the Town Council with issues of importance to the citizens. No individual citizen shall be permitted to address the Town Council for more than three (3) minutes.

Unfinished Business

6. Consideration to Advertise for Councilman opening
7. Consideration to Advertise the FY 26 Budget for Public Hearing

New Business

8. Consideration to adopt Sec. 32-173 Penalty and towing for violations Ordinance for fines of \$50 per violations.

Closed Session

Closed Session pursuant to §2.2-3711 (A) 6 of the Code of Virginia, 1950, as amended, for the purpose of discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

Council Standing Committee Reports

9. Physical Development Committee
10. Finance & Planning Committee

11. Centennial Commission

Town Manager's Report

Council Comment

Adjournment

File Attachments for Item:

1. COUNCIL AGENDA ITEM

TITLE: Budget Work Session

ISSUE: FY2026 Budget

RECOMMENDATION: Series of meetings in preparation of public hearing toward approval

TIMING: 5:45 pm **ENCLOSED DOCUMENTS:** Proposed Budget attached



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Budget Work Session

ISSUE: FY2026 Budget

RECOMMENDATION: Series of meetings in preparation of public hearing toward approval

TIMING: 5:45 pm

BACKGROUND:

ENCLOSED DOCUMENTS: Proposed Budget attached

STAFF/SPONSOR:

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jane Allen
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Nathan A. Simpson
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)

ONE TIME EXPENDITURES

General Fund

| | | |
|------------------------------------|--------------|---------------------|
| Police Vehicle | \$58,000.00 | |
| LED Street Light Replacement Bulbs | \$24,000.00 | |
| Fleet/Equip-Repairs & Maintenance | \$50,000.00 | |
| Depot Repairs & Maintenance | \$10,000.00 | |
| Town Office Repairs & Maintenance | \$150,000.00 | |
| Capital Improvements - General | \$85,000.00 | |
| Contracted Services | \$100,000.00 | |
| TOTAL | | \$477,000.00 |

Water Fund

| | | |
|-----------------------------------|--------------|---------------------|
| Fleet/Equip-Repairs & Maintenance | \$25,000.00 | |
| Capital Improvements - Water | \$193,000.00 | |
| TOTAL | | \$218,000.00 |

Sewer Fund

| | | |
|-----------------------------------|--------------|---------------------|
| Fleet/Equip-Repairs & Maintenance | \$25,000.00 | |
| SBR O&M | \$175,000.00 | |
| Capital Improvements - Water | \$95,000.00 | |
| TOTAL | | \$295,000.00 |

| | |
|--------------------|----------------------------|
| TOTAL FUNDS | <u><u>\$990,000.00</u></u> |
|--------------------|----------------------------|

Additional Information

General Fund Revenue Real Estate and Personal Property tax rates remain the same.

Water & Sewer Fund Revenue Rates reflect prior approved rate increase.

All salaries include 3% COLA increase

Reclass of employee's salary to water and sewer 50/50

Donations TBD

2025-2026 PROPOSED BUDGET

2025-2026 Revenues

| | | |
|--------------|----------------|-----------------------|
| General Fund | \$2,884,607.00 | |
| Water Fund | \$692,600.00 | |
| Sewer Fund | \$924,500.00 | |
| TOTAL | | \$4,501,707.00 |

2025-2026 Expenditures

General Fund

| | |
|------------------------------|-----------------------|
| Council | \$68,153.00 |
| Administrative & Town Office | \$871,179.00 |
| Professional | \$150,000.00 |
| Police | \$228,149.00 |
| Tourism | \$92,023.00 |
| Fire Dept. | \$58,000.00 |
| Public Works & Town Shop | \$1,193,061.00 |
| Sanitation | \$175,150.00 |
| Prop. Mt. & Const. | \$270,000.00 |
| Events & Contributions | \$34,000.00 |
| Zoning | \$163,042.00 |
| TOTAL | \$3,302,757.00 |

Water Fund \$1,258,071.00

Sewer Fund \$1,059,362.00

TOTAL \$5,620,190.00

Fund

| | Proposed Revenue | Proposed Exp. | Difference |
|--------------|-------------------------|-----------------------|-------------------------|
| General Fund | \$2,884,607.00 | \$3,302,757.00 | (\$418,150.00) |
| Water Fund | \$692,600.00 | \$1,258,071.00 | (\$565,471.00) |
| Sewer Fund | \$924,500.00 | \$1,059,362.00 | (\$134,862.00) |
| Total | \$4,501,707.00 | \$5,620,190.00 | (\$1,118,483.00) |

PROPOSED BUDGET 2023-2024

| | General Fund | | | FY 2024 | FY 2025 | | | FY 2026 |
|-----------------|----------------------------------|--|--|--------------|--------------|--------------|--|--------------|
| | | | | Actual | Adopted | Amended | | Proposed |
| | | | | | Budget | Budget | | Budget |
| | | | | | | | | |
| REVENUES | | | | | | | | |
| 10-3101-0000 | Current Real Estate Tax | | | \$ 171,326 | \$ 167,000 | \$ 167,000 | | \$ 170,000 |
| 10-3102-0000 | Current Personal Property Tax | | | 84,919 | 85,000 | 85,000 | | 87,000 |
| 10-3103-0000 | Delinquent Tax | | | 1,801 | 1,000 | 1,000 | | 1,500 |
| 10-3104-0000 | Penalties & Interest | | | 10,535 | 8,000 | 8,000 | | 9,000 |
| 10-3105-0000 | PSC Taxes | | | 5,656 | 7,000 | 7,000 | | 6,000 |
| 10-3201-0000 | Bank Stock Tax | | | 217,639 | 190,000 | 190,000 | | 215,000 |
| 10-3202-0000 | Meals Tax | | | 1,602,864 | 1,450,000 | 1,450,000 | | 1,600,000 |
| 10-3203-0000 | Lodging Tax | | | 109,580 | 80,000 | 80,000 | | 105,000 |
| 10-3205-0000 | Consumption Tax | | | 8,643 | 7,000 | 7,000 | | 8,000 |
| 10-3206-0000 | Cigarette Tax | | | 112,500 | 135,000 | 135,000 | | 135,000 |
| 10-3301-0000 | Vehicle License Fee | | | 36,429 | 30,000 | 30,000 | | 35,000 |
| 10-3302-0000 | Business License | | | 248,286 | 230,000 | 230,000 | | 245,000 |
| 10-3304-0000 | Zoning Fees | | | 2,625 | 1,000 | 1,000 | | 2,500 |
| 10-3308-0000 | Communications Tax | | | 4,122 | 4,000 | 4,000 | | 4,000 |
| 10-3501-0000 | Interest | | | 47,010 | 21,000 | 21,000 | | 21,000 |
| 10-3502-0000 | Rental of Misc. Property | | | 9,125 | 6,000 | 6,000 | | 6,000 |
| 10-3602-0000 | Rolling Stock Tax | | | 3,572 | 3,000 | 3,000 | | 3,000 |
| 10-3603-0000 | Sales Tax | | | 125,077 | 90,000 | 90,000 | | 125,000 |
| 10-3604-0000 | Aid to Police Dept | | | 53,253 | 53,000 | 53,000 | | 53,000 |
| 10-3605-0000 | Fire Programs | | | 15,000 | 15,000 | 15,000 | | 15,000 |
| 10-3606-0000 | Personal Property Tax Relief | | | 23,106 | 23,107 | 23,107 | | 23,107 |
| 10-3609-0000 | Mobile Home Titling Tax | | | 75 | 200 | 200 | | 100 |
| 10-3610-0000 | Trash Can Fees | | | 5,126 | 4,500 | 4,500 | | 5,000 |
| 10-3801-0000 | Miscellaneous | | | 1,864 | 1,000 | 1,000 | | 1,000 |
| 10-3803-0000 | State DMV Fees | | | 4,180 | 2,500 | 2,500 | | 4,000 |
| 10-3804-0000 | Town DMV Fees | | | 3,180 | 2,000 | 2,000 | | 3,000 |
| 10-3806-0001 | Meadowlark Program Income | | | 44,189 | - | - | | - |
| 10-3810-0000 | Downtown Revitalization Grant | | | 233,430 | COMPLETED | COMPLETED | | COMPLETED |
| 10-3811-0000 | Litter Grant | | | 2,189 | 2,200 | 2,200 | | 1,900 |
| 10-3812-0000 | VRSA Grant | | | - | - | - | | - |
| 10-3901-0000 | Use of Undesignated Fund Balance | | | 669,295 | 233,455 | 233,455 | | - |
| 10-3999-0000 | Other Reimbursables | | | 3,150 | 500 | 500 | | 500 |
| | Total Revenues | | | \$ 3,859,746 | \$ 2,852,462 | \$ 2,852,462 | | \$ 2,884,607 |

PROPOSED BUDGET 2023-2024

| | General Fund | | | FY 2024 | FY 2025 | | | FY 2026 |
|---------------------|-------------------------------------|--|--|--------------|--------------|--------------|--|--------------|
| | | | | Actual | Adopted | Amended | | Proposed |
| | | | | | Budget | Budget | | |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 4000 | Council | | | 78,784 | 59,403 | 59,403 | | 68,153 |
| 4100 | Administrative | | | 607,757 | 765,900 | 765,900 | | 871,179 |
| 4200 | Professional | | | 122,199 | 150,000 | 150,000 | | 150,000 |
| 4400 | Police | | | 125,472 | 161,838 | 161,838 | | 228,149 |
| 4500 | Tourism | | | 85,260 | 78,600 | 78,600 | | 92,023 |
| 4600 | Fire | | | 44,500 | 58,000 | 58,000 | | 58,000 |
| 4700 | Public Works | | | 908,351 | 1,209,521 | 1,209,521 | | 1,193,061 |
| 4800 | Sanitation | | | 125,636 | 175,450 | 175,450 | | 175,150 |
| 5000 | Property Maint. & Construction | | | 312,574 | 54,000 | 54,000 | | 270,000 |
| 5200 | Donations & Contributions | | | 24,299 | 83,000 | 83,000 | | 34,000 |
| 5300 | Zoning | | | 45,847 | 56,150 | 56,150 | | 163,042 |
| | Total Operating Expenditures | | | \$ 2,480,678 | \$ 2,851,862 | \$ 2,851,862 | | \$ 3,302,757 |

| | Council | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|--|--|--|--|-----------|-----------|-----------|-----------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4000-1030 | Part- Time Salary/Wage Reg | | | | 32,400 | 28,800 | 28,800 | 28,800 |
| 10-4000-2010 | FICA | | | | 5,256 | 2,203 | 2,203 | 2,203 |
| 10-4000-2060 | Unemployment | | | | 37 | 100 | 100 | 50 |
| 10-4000-4010 | Convention/Conference/Travel | | | | 525 | 3,200 | 3,200 | 4,500 |
| 10-4000-4040 | Meetings and Training | | | | 14,742 | 1,500 | 1,500 | 2,000 |
| New | Meals | | | | - | - | - | 2,000 |
| 10-4000-5526 | Computer Expense & Office Equipment | | | | 13,263 | 2,000 | 2,000 | 4,000 |
| 10-4000-8020 | Priorities & Initiatives - Communication | | | | - | 7,000 | 7,000 | 7,000 |
| 10-4000-8025 | Legal Fees | | | | - | - | - | 1,000 |
| 10-4000-8045 | Elections and Referendums | | | | - | 1,000 | 1,000 | 1,000 |
| 10-4000-9010 | Recordation | | | | 12,561 | 13,600 | 13,600 | 13,600 |
| New | Phone | | | | - | - | - | 2,000 |
| | Total Expenditures | | | | \$ 78,784 | \$ 59,403 | \$ 59,403 | \$ 68,153 |

| | Administrative | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|----------------------------------|--|--|--|------------|------------|------------|------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4100-1010 | Salaries & Wages - Regular | | | | 410,917 | 499,000 | 499,000 | 562,100 |
| 10-4100-2010 | FICA | | | | 29,981 | 38,200 | 38,200 | 43,001 |
| 10-4100-2020 | VRS | | | | 16,066 | 25,500 | 25,500 | 39,291 |
| 10-4100-2030 | Health Insurance | | | | 35,228 | 60,100 | 60,100 | 60,768 |
| 10-4100-2040 | VRS Life Insurance | | | | 4,262 | 6,700 | 6,700 | 6,216 |
| 10-4100-2050 | Va Long Term Disability | | | | 367 | 2,500 | 2,500 | 3,433 |
| 10-4100-2060 | Unemployment Insurance | | | | 56 | 200 | 200 | 220 |
| 10-4100-2070 | Worker's Compensation | | | | 824 | 1,100 | 1,100 | 1,100 |
| 10-4100-2099 | Insurance (Veh/Work/Liab) | | | | 8,087 | 11,000 | 11,000 | 11,000 |
| 10-4100-3010 | Electricity & Propane | | | | 5,937 | 5,000 | 5,000 | 7,800 |
| 10-4100-3020 | Telephone | | | | 6,621 | 6,000 | 6,000 | 6,000 |
| 10-4100-3023 | Website Development | | | | - | 6,500 | 6,500 | 6,500 |
| 10-4100-3030 | Postage | | | | 4,128 | 4,500 | 4,500 | 5,500 |
| 10-4100-3040 | Publishing Ads | | | | 2,262 | 4,000 | 4,000 | 3,000 |
| 10-4100-4010 | Mileage | | | | 134 | RECLASSED | RECLASSED | RECLASSED |
| 10-4100-4020 | Lodging | | | | 503 | RECLASSED | RECLASSED | RECLASSED |
| 10-4100-4030 | Convention/Conference | | | | 308 | 5,000 | 5,000 | 6,500 |
| 10-4100-4040 | Employee Retention & Recognition | | | | 3,560 | 1,500 | 1,500 | 7,000 |
| 10-4100-4050 | Safety & Training | | | | 2,042 | 3,500 | 3,500 | 6,000 |
| 10-4100-5025 | Water & Sewer Usage | | | | 589 | 600 | 600 | 650 |
| 10-4100-5526 | Computer & Office Equipment | | | | 39,744 | 30,000 | 30,000 | 45,000 |
| 10-4100-5527 | Office Equipment | | | | 507 | RECLASSED | RECLASSED | RECLASSED |
| 10-4100-6010 | Office Supplies | | | | 8,078 | 5,000 | 5,000 | 7,000 |
| 10-4100-6020 | Repairs & Maintenance | | | | 6,976 | 12,000 | 12,000 | RECLASSED |
| 10-4100-6040 | Books & Subscriptions | | | | 2,435 | 500 | 500 | - |
| 10-4100-6050 | Town Code | | | | 1,391 | 10,000 | 10,000 | 10,000 |
| 10-4100-6060 | Property Tax Expense | | | | 535 | 5,000 | 5,000 | 5,000 |
| 10-4100-6070 | Cigarette Tax Expense | | | | 5,348 | - | - | 2,900 |
| 10-4100-7430 | Janitor | | | | 2,700 | 12,000 | 12,000 | 16,000 |
| 10-4100-9010 | Virginia Unclaimed Property | | | | 300 | - | - | - |
| 10-4100-9020 | Dues & Assoc. Membership | | | | 3,197 | 5,000 | 5,000 | 5,200 |
| 10-4100-9030 | Bank Charges & Fees | | | | 305 | 300 | 300 | 300 |
| 10-4100-9040 | Dinners | | | | 1,120 | 2,000 | 2,000 | - |
| 10-4100-9050 | Flowers | | | | 160 | 200 | 200 | 200 |
| 10-4100-9090 | Other Reimbursables | | | | 3,088 | 3,000 | 3,000 | 3,500 |
| | Total Expenditures | | | | \$ 607,757 | \$ 765,900 | \$ 765,900 | \$ 871,179 |

| | Professional | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|---------------------------|--|--|--|------------|------------|------------|------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4200-7410 | Audit/Accounting | | | | 59,770 | 70,000 | 70,000 | 70,000 |
| 10-4200-7420 | Legal/Attorney | | | | 62,429 | 60,000 | 60,000 | 60,000 |
| 10-4200-7440 | Engineering | | | | - | 20,000 | 20,000 | 20,000 |
| | Total Expenditures | | | | \$ 122,199 | \$ 150,000 | \$ 150,000 | \$ 150,000 |

| | Police | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|---------------------------|--|--|--|------------|------------|------------|------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4400-8070 | Police Agreement | | | | 124,972 | 161,838 | 161,838 | 170,149 |
| New | Police Vehicle | | | | 500 | - | - | 58,000 |
| | Total Expenditures | | | | \$ 125,472 | \$ 161,838 | \$ 161,838 | \$ 228,149 |

| | Tourism Fund | | | | FY 2024 | FY 2025 | | FY 2026 |
|-------------------------------------|-------------------------------|--|--|--|-----------|-----------|-----------|-----------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| 10-4500-1030 | Part-time Salaries | | | | 42,338 | 43,000 | 43,000 | 43,858 |
| 10-4500-2010 | FICA | | | | 3,239 | 3,300 | 3,300 | 3,355 |
| 10-4500-2060 | Unemployment | | | | 37 | 100 | 100 | 110 |
| 10-4500-3020 | Telephone | | | | 1,700 | 1,500 | 1,500 | 1,500 |
| 10-4500-3022 | Website Cost/Maintenance | | | | 139 | 3,000 | 3,000 | 1,600 |
| 10-4500-3030 | Postage | | | | 1,026 | 1,500 | 1,500 | 2,500 |
| 10-4500-3040 | Publishing Ads | | | | - | 300 | 300 | - |
| 10-4500-3041 | Advertising | | | | 5,838 | 3,000 | 3,000 | 3,000 |
| 10-4500-4030 | Meals | | | | 555 | 500 | 500 | - |
| 10-4500-5020 | Depot Electric | | | | 3,854 | 3,000 | 3,000 | 9,000 |
| 10-4500-5025 | Water & Sewer Usage | | | | 1,197 | 1,500 | 1,500 | 1,500 |
| 10-4500-5526 | Computer and Office Equipment | | | | 1,472 | 1,000 | 1,000 | 1,500 |
| 10-4500-6010 | Office Supplies | | | | 879 | 500 | 500 | 500 |
| 10-4500-7430 | Janitorial Depot | | | | 2,746 | 10,400 | 10,400 | 7,600 |
| 10-4500-8060 | Brochures | | | | 4,485 | 6,000 | 6,000 | 6,000 |
| 10-4500-8065 | Marketing | | | | 15,757 | TBD | TBD | 10,000 |
| Total Operating Expenditures | | | | | \$ 85,260 | \$ 78,600 | \$ 78,600 | \$ 92,023 |

| | Fire | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|---------------------------|--|--|--|-----------|-----------|-----------|-----------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4600-6080 | Reimburse County | | | | 2,500 | 3,000 | 3,000 | 3,000 |
| 10-4600-8000 | Donation | | | | 27,000 | 40,000 | 40,000 | 40,000 |
| 10-4600-9060 | Fire Programs | | | | 15,000 | 15,000 | 15,000 | 15,000 |
| | Total Expenditures | | | | \$ 44,500 | \$ 58,000 | \$ 58,000 | \$ 58,000 |

| | Public Works | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|-------------------------------------|--|--|--|------------|--------------|--------------|--------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4700-1010 | Salaries & Wages - Regular | | | | 573,609 | 747,100 | 747,100 | 581,335 |
| 10-4700-2010 | FICA | | | | 42,501 | 6,830 | 6,830 | 44,472 |
| 10-4700-2020 | VRS | | | | 23,489 | 35,000 | 35,000 | 46,639 |
| 10-4700-2030 | Health Insurance | | | | 71,715 | 103,000 | 103,000 | 101,280 |
| 10-4700-2040 | VRS Life Insurance | | | | 6,145 | 9,100 | 9,100 | 36,443 |
| 10-4700-2050 | Va Long Term Disability | | | | 464 | 3,400 | 3,400 | 3,581 |
| 10-4700-2060 | Unemployment Insurance | | | | 121 | 200 | 200 | 220 |
| 10-4700-2070 | Worker's Compensation | | | | 16,682 | 18,000 | 18,000 | 19,000 |
| 10-4700-2099 | Insurance (Veh/Work/Liab) | | | | 10,140 | 18,000 | 18,000 | 19,000 |
| 10-4700-3010 | Electricity & Propane | | | | 50,147 | 55,000 | 55,000 | 55,000 |
| 10-4700-3011 | LED Street Light Replacement Bulbs | | | | 6,320 | - | - | 24,000 |
| 10-4700-3020 | Telephone | | | | 5,476 | 5,000 | 5,000 | 5,000 |
| 10-4700-3040 | Publishing Ads | | | | 406 | 2,000 | 2,000 | 2,000 |
| 10-4700-4040 | Employee Retention & Recognition | | | | - | - | - | 1,500 |
| 10-4700-4050 | Safety/Training & Education | | | | 2,654 | 5,000 | 5,000 | 5,000 |
| 10-4700-5025 | Water and Sewer Usage | | | | 1,262 | 3,500 | 3,500 | 3,500 |
| 10-4700-5510 | Lawn Maintenance | | | | 13,473 | 30,000 | 30,000 | 30,000 |
| 10-4700-5526 | Computer & Office Equipment Expense | | | | 6,199 | 10,000 | 10,000 | 10,000 |
| 10-4700-6010 | Office Supplies | | | | 4,195 | 4,500 | 4,500 | 4,500 |
| 10-4700-6020 | Repairs & Maintenance | | | | 26,768 | 41,000 | 41,000 | 41,000 |
| 10-4700-6022 | Shop Tools | | | | 3,282 | 2,500 | 2,500 | 2,500 |
| 10-4700-6025 | Fleet/ Equip -Repairs & Maintenance | | | | 19,784 | 40,000 | 40,000 | 90,000 |
| 10-4700-6030 | Uniforms | | | | 5,801 | 6,500 | 6,500 | 9,500 |
| 10-4700-6090 | Sidewalks & Curbs Maintenance | | | | - | 2,500 | 2,500 | 2,500 |
| 10-4700-6100 | Streets/Sign Maintenance | | | | 3,621 | 2,000 | 2,000 | 2,000 |
| 10-4700-6150 | Main Street Maintenance | | | | 2,095 | 35,000 | 35,000 | 35,000 |
| 10-4700-6180 | Snow Removal | | | | 3,071 | 6,000 | 6,000 | 6,000 |
| 10-4700-7080 | Town Welcome Signs Maintenance | | | | - | 1,000 | 1,000 | 1,000 |
| 10-4700-7081 | VRSA Grant Expenditures | | | | - | 2,500 | 2,500 | - |
| 10-4700-7222 | Debt Service - Truist (Suntrust) | | | | 2,582 | 2,891 | 2,891 | 2,891 |
| 10-4700-7430 | Janitorial Public Works | | | | 6,350 | 12,000 | 12,000 | 8,200 |
| | Total Expenditures | | | | \$ 908,351 | \$ 1,209,521 | \$ 1,209,521 | \$ 1,193,061 |

| | Sanitation | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|---------------------------|--|--|--|------------|------------|------------|------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-4800-6200 | Garbage Contract | | | | 123,384 | 173,250 | 173,250 | 173,250 |
| 10-4800-6201 | Trash Can Refunds | | | | 63 | COMPLETED | COMPLETED | COMPLETED |
| 10-4800-6300 | Litter Grant | | | | 2,189 | 2,200 | 2,200 | 1,900 |
| | Total Expenditures | | | | \$ 125,636 | \$ 175,450 | \$ 175,450 | \$ 175,150 |

| | Property Maintenance & Construction | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|-------------------------------------|--|--|------------|-----------|-----------|------------|
| | | | | Actual | Adopted | Amended | Proposed |
| | | | | | Budget | Budget | Budget |
| | | | | | | | |
| Expenditures | | | | | | | |
| 10-5000-5010 | Depot Repairs & Maintenance | | | 2,958 | 5,000 | 5,000 | 15,000 |
| 10-5000-5040 | Parks (Kiddie & Abbitt) Maintenance | | | 7,822 | 15,000 | 15,000 | 20,000 |
| 10-5000-5060 | Town Office Repairs & Maintenance | | | 12,000 | 12,000 | 12,000 | 150,000 |
| 10-5000-7091 | Capital Improvements - General | | | 289,794 | 22,000 | 22,000 | 85,000 |
| | Total Expenditures | | | \$ 312,574 | \$ 54,000 | \$ 54,000 | \$ 270,000 |

| | Events & Donations | | | | FY 2024 | FY 2025 | | | FY 2026 |
|---------------------|---------------------------|--|--|--|-----------|-----------|-----------|--|-----------|
| | | | | | Actual | Adopted | Amended | | Proposed |
| | | | | | | Budget | Budget | | Budget |
| | | | | | | | | | |
| Expenditures | | | | | | | | | |
| 10-5200-6014 | Special Events Promo | | | | 24,299 | 83,000 | 83,000 | | 34,000 |
| | Total Expenditures | | | | \$ 24,299 | \$ 83,000 | \$ 83,000 | | \$ 34,000 |

| | Zoning | | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|-----------------------------|--|--|--|-----------|-----------|-----------|------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| Expenditures | | | | | | | | |
| 10-5300-1010 | Part-time Salaries | | | | 36,307 | 40,500 | 40,500 | 40,397 |
| 10-5300-2010 | FICA | | | | - | 3,100 | 3,100 | 3,090 |
| 10-5300-2060 | Unemployment Tax | | | | 8 | 50 | 50 | 55 |
| 10-5300-3040 | Publishing Ads | | | | 4,017 | 1,500 | 1,500 | 5,000 |
| 10-5300-4150 | Contracted Services | | | | - | - | - | 100,000 |
| 10-5300-5526 | Computer & Office Equipment | | | | 2,791 | 4,000 | 4,000 | 4,500 |
| 10-5300-7420 | Legal/Attorney | | | | 2,724 | 5,000 | 5,000 | 5,000 |
| 10-5300-7440 | Engineering | | | | - | 2,000 | 2,000 | 5,000 |
| | Total Expenditures | | | | \$ 45,847 | \$ 56,150 | \$ 56,150 | \$ 163,042 |

| | Water Fund | | | FY 2024 | FY 2025 | | FY 2026 |
|---------------------|---|--|--|------------|--------------|--------------|------------|
| | | | | Actual | Adopted | Amended | Proposed |
| | | | | | Budget | Budget | Budget |
| | | | | | | | |
| REVENUES | | | | | | | |
| 30-3001-0000 | Water Sales | | | 462,419 | 390,000 | 390,000 | 420,000 |
| 30-3002-0000 | Connection Fees | | | 20,141 | 10,000 | 10,000 | 10,000 |
| 30-3003-0000 | Penalty Fees | | | 21,700 | 25,000 | 25,000 | 27,000 |
| 30-3004-0000 | Miscellaneous | | | 1,726 | 500 | 500 | 2,500 |
| 30-3005-0000 | Availability Fees | | | 25,500 | 10,000 | 10,000 | 10,000 |
| 30-3006-0000 | Interest | | | 19,935 | 6,000 | 6,000 | 8,000 |
| 30-3006-0099 | Interest Revenue (GASB87) | | | 253 | - | - | - |
| 30-3502-0000 | Rental of Misc Property | | | 19,939 | 20,000 | 20,000 | 10,000 |
| 30-3502-0099 | Lease Revenue (GASB87) | | | 9,056 | - | - | - |
| 30-3805-0000 | Other Reimbursables Water | | | 1,351 | - | - | 500 |
| 30-3802-0002 | DHCD Church St. Waterline Grant | | | 293,208 | TBD | TBD | - |
| 30-3802-0003 | USDA Church St Grant Proceeds | | | - | 2,000,000 | 2,000,000 | COMPLETED |
| 30-3802-0004 | USDA Church St. RD Loan Proceeds | | | - | COMPLETED | COMPLETED | COMPLETED |
| 30-3802-0005 | USDA Church St Loan | | | - | | | - |
| 30-3802-0006 | LSL Inventory Grant | | | - | - | - | 169,600 |
| 30-3810-0000 | Intergovernmental Revenue | | | 35,064 | 35,000 | 35,000 | 35,000 |
| 30-3901-0000 | Use of Undesignated Fund Balance | | | - | 347,128 | 347,128 | - |
| 30-3950-0000 | Transfers in ARPA | | | - | - | - | - |
| | Total Revenues and Use of Available Cash | | | \$ 910,291 | \$ 2,843,628 | \$ 2,843,628 | \$ 692,600 |
| Expenditures | | | | | | | |
| 30-6000-1010 | Regular Salaries | | | 123,229 | 125,200 | 125,200 | 137,056 |
| 30-6000-2010 | FICA | | | 9,355 | 9,600 | 9,600 | 10,485 |
| 30-6000-2020 | VRS | | | 10,463 | 5,800 | 5,800 | 11,186 |
| 30-6000-2021 | OPEB Expense | | | 782 | - | - | - |
| 30-6000-2030 | Health Insurance | | | 15,026 | 17,200 | 17,200 | 25,320 |
| 30-6000-2040 | VRS Life Insurance | | | 1,182 | 1,550 | 1,550 | 1,700 |
| 30-6000-2050 | Va Long Term Disability | | | 75 | 600 | 600 | 939 |
| 30-6000-2060 | Unemployment Insurance | | | 112 | 50 | 50 | 55 |
| 30-6000-2070 | Worker's Compensation | | | 2,238 | 3,000 | 3,000 | 3,000 |
| 30-6000-2099 | Insurance (Veh/Work/Liab) | | | 8,588 | 9,100 | 9,100 | 12,000 |
| 30-6000-3020 | Telephone | | | 1,934 | 2,000 | 2,000 | 2,000 |
| 30-6000-3030 | Postage | | | 4,911 | 6,000 | 6,000 | 6,000 |
| 30-6000-3040 | Publishing Ads | | | 280 | 1,000 | 1,000 | 1,000 |
| 30-6000-4010 | Mileage | | | 53 | RECLASSED | RECLASSED | RECLASSED |
| 30-6000-4030 | Convention/Conference | | | - | 2,600 | 2,600 | 3,000 |
| 30-6000-4040 | Employee Retention & Recognition | | | 2,212 | 1,500 | 1,500 | 1,500 |
| 30-6000-4050 | Safety/Training & Education | | | 1,716 | 3,000 | 3,000 | 3,000 |
| 30-6000-4150 | Contracted Services | | | - | 25,000 | 25,000 | 25,000 |
| 306000-5100 | Well Maintenance | | | 10,835 | 20,000 | 20,000 | 20,000 |
| 30-6000-5143 | Water Meter Replacement | | | 27,558 | 40,000 | 40,000 | 40,000 |
| 30-6000-5510 | Lawn Maintenance | | | 13,277 | 30,000 | 30,000 | 30,000 |
| 30-6000-5526 | Computer Expense & Office Equipment | | | 9,669 | 20,000 | 20,000 | 10,000 |
| 30-6000-6020 | Repairs & Maintenance | | | 46,163 | 90,000 | 90,000 | 90,000 |
| 30-6000-6025 | Fleet/Equip - Repairs & Maint. | | | 7,965 | 12,000 | 12,000 | 37,000 |
| 30-6000-6030 | Uniforms | | | 1,629 | 1,800 | 1,800 | 4,000 |
| 30-6000-6120 | Lab Tests | | | 4,051 | 4,000 | 4,000 | 5,000 |
| 30-6000-6152 | Church Street Waterline Grant Expense | | | 79,196 | 2,000,000 | 2,000,000 | - |

| | Water Fund | | | FY 2024 | FY 2025 | | FY 2026 |
|--------------|--|--|--|------------|--------------|--------------|--------------|
| | | | | Actual | Adopted | Amended | Proposed |
| | | | | | Budget | Budget | Budget |
| | | | | | | | |
| 30-6000-6155 | LSL Inventory Grant | | | - | - | - | 169,600 |
| 30-6000-7089 | Utility Map Updates | | | 258 | 7,000 | 7,000 | 9,000 |
| 30-6000-7090 | Water Tank Maintenance | | | 8,441 | 11,500 | 11,500 | 35,000 |
| 30-6000-7092 | Capital Improvements - Water | | | 67,351 | 67,000 | 67,000 | 193,000 |
| 30-6000-7222 | Debt Svc - Truist (Suntrust) & USDA | | | 1,889 | 61,428 | 61,428 | 96,030 |
| 30-6000-7420 | Legal Fees | | | 11,325 | 10,000 | 10,000 | 10,000 |
| 30-6000-7440 | Engineering | | | - | 20,000 | 20,000 | 20,000 |
| 30-6000-8000 | County Water Line Maintenance Expenses | | | 40,523 | 65,000 | 65,000 | 65,000 |
| 30-6000-8001 | Water Purchased | | | 183,480 | 170,000 | 170,000 | 180,000 |
| 30-6000-9020 | Membership Dues | | | - | 700 | 700 | 700 |
| 30-6000-9080 | Backflow Prevention Program | | | 138 | - | - | 500 |
| 30-6000-9100 | Depreciation | | | 90,127 | - | - | - |
| | Total Expenditures | | | \$ 786,030 | \$ 2,843,628 | \$ 2,843,628 | \$ 1,258,071 |

| | Sewer Fund | | | | FY 2024 | FY 2025 | | | FY 2026 |
|--------------|--|--|--|--|--------------|--------------|--------------|--|-----------|
| | | | | | Actual | Adopted | Amended | | Proposed |
| | | | | | | Budget | Budget | | Budget |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| REVENUES | | | | | | | | | |
| 31-3810-0000 | Intergovernmental Revenue | | | | 2,213 | 3,000 | 3,000 | | 3,000 |
| 31-5001-0000 | Sewer Sales | | | | 942,904 | 880,000 | 880,000 | | 900,000 |
| 31-5002-0000 | Connection Fees | | | | 22,400 | 6,000 | 6,000 | | 6,000 |
| 31-5005-0000 | Availability Fees | | | | 18,000 | 7,500 | 7,500 | | 7,500 |
| 31-5006-0000 | Interest | | | | 19,283 | 6,000 | 6,000 | | 8,000 |
| 31-5802-0001 | USDA Grant 1 Proceeds | | | | - | 400,000 | 400,000 | | - |
| 31-5901-0000 | Use of Undesig. Funds | | | | - | 281,212 | 281,212 | | - |
| | Total Revenues and Use of Available Cash | | | | \$ 1,004,800 | \$ 1,583,712 | \$ 1,583,712 | | 924,500 |
| Expenses | | | | | | | | | |
| | | | | | | | | | |
| 31-7000-1010 | Regular Salaries | | | | 103,851 | 140,000 | 140,000 | | 136,623 |
| 31-7000-2010 | FICA | | | | 7,937 | 11,000 | 11,000 | | 10,452 |
| 31-7000-2020 | VRS | | | | 16,196 | 6,400 | 6,400 | | 12,456 |
| 31-7000-2021 | OPEB Expense | | | | 81 | - | - | | - |
| 31-7000-2030 | Health Insurance | | | | 11,611 | 17,200 | 17,200 | | 25,320 |
| 31-7000-2040 | VRS Life Insurance | | | | 1,135 | 1,700 | 1,700 | | 1,694 |
| 31-7000-2050 | Va Long Term Disability | | | | 89 | 700 | 700 | | 936 |
| 31-7000-2060 | Unemployment | | | | 396 | 50 | 50 | | 55 |
| 31-7000-2070 | Worker's Compensation | | | | 1,017 | 2,000 | 2,000 | | 1,000 |
| 31-7000-2099 | Insurance (Veh/Work/Liab) | | | | 8,546 | 9,100 | 9,100 | | 12,000 |
| 31-7000-3020 | Telephone | | | | 2,093 | 3,000 | 3,000 | | 3,000 |
| 31-7000-3030 | Postage | | | | 4,911 | 5,500 | 5,500 | | 5,500 |
| 31-7000-3040 | Publishing Ads | | | | - | 1,000 | 1,000 | | 1,000 |
| 31-7000-4010 | Mileage | | | | 53 | RECLASSED | RECLASSED | | RECLASSED |
| 31-7000-4030 | Convention/Conference | | | | - | 2,000 | 2,000 | | 2,000 |
| 31-7000-4040 | Employee Retention & Recognition | | | | 985 | 1,500 | 1,500 | | 1,500 |
| 31-7000-4050 | Safety/Training & Education | | | | 2,399 | 3,000 | 3,000 | | 3,000 |
| 31-7000-4150 | Contracted Services | | | | - | 25,000 | 25,000 | | 25,000 |
| 31-7000-5025 | Water & Sewer Usage | | | | 34,109 | 42,000 | 42,000 | | 42,000 |
| 31-7000-5071 | IDA PS | | | | 18,713 | 9,000 | 9,000 | | 9,000 |
| 31-7000-5210 | Pump Station Maintenance | | | | 36,067 | 37,000 | 37,000 | | 45,000 |
| 31-7000-5510 | Lawn Maintenance | | | | 13,299 | 30,000 | 30,000 | | 30,000 |
| 31-7000-5520 | Sewer Jetter Machine | | | | - | 1,200 | 1,200 | | 1,200 |
| 31-7000-5526 | Computer & Office Equipment | | | | 11,618 | 8,000 | 8,000 | | 8,000 |
| 31-7000-5529 | D S Nash GeneratorMaintenance | | | | 1,585 | 3,000 | 3,000 | | 3,000 |
| 31-7000-5530 | SBR Generator Maintenance | | | | 1,854 | 3,000 | 3,000 | | 3,000 |

| | Sewer Fund | | | | FY 2024 | FY 2025 | | FY 2026 |
|--------------|--------------------------------------|--|--|--|---------------------|---------------------|---------------------|---------------------|
| | | | | | Actual | Adopted | Amended | Proposed |
| | | | | | | Budget | Budget | Budget |
| | | | | | | | | |
| 31-7000-5531 | Standby Generator Maintenance | | | | 1,510 | 3,000 | 3,000 | 3,000 |
| 31-7000-5532 | Goodwin Portable Pump | | | | - | 1,000 | 1,000 | 1,000 |
| 31-7000-6020 | Repairs & Maintenance | | | | 22,076 | 40,000 | 40,000 | 40,000 |
| 31-7000-6023 | Tools | | | | 1,722 | 1,000 | 1,000 | 1,000 |
| 31-7000-6025 | Fleet/ Equip - Repairs & Maintenance | | | | 8,136 | 14,000 | 14,000 | 39,000 |
| 31-7000-6030 | Uniforms | | | | 1,793 | 1,800 | 1,800 | 4,000 |
| 31-7000-6120 | Lab Tests | | | | 19,233 | 25,000 | 25,000 | 35,000 |
| 31-7000-6140 | SBR O&M | | | | 140,163 | 125,000 | 125,000 | 175,000 |
| 31-7000-6143 | I & I Project Interest | | | | 46,158 | COMPLETED | COMPLETED | COMPLETED |
| 31-7000-6150 | I & I USDA Construction | | | | - | 400,000 | 400,000 | - |
| 31-7000-6160 | WWTP O&M | | | | 28,615 | 35,000 | 35,000 | 35,000 |
| 31-7000-7089 | Utility Map Updates | | | | 258 | 8,000 | 8,000 | 9,000 |
| 31-7000-7090 | Capital Maintenance | | | | - | 20,000 | 20,000 | 20,000 |
| 31-7000-7091 | Capital Improvements | | | | 39,891 | 374,000 | 374,000 | 95,000 |
| 31-7000-7222 | Debt Service | | | | 2,961 | 11,366 | 11,366 | 33,530 |
| 31-7000-7223 | Debt TRP Replacement Project | | | | - | 125,196 | 125,196 | 125,196 |
| 31-7000-7430 | SBR Janitorial | | | | - | 5,000 | 5,000 | 8,200 |
| 31-7000-7440 | Sewer Engineering Fees | | | | 5,643 | 10,000 | 10,000 | 30,000 |
| 31-7000-7441 | Sewer Legal Fees | | | | 6,446 | 10,000 | 10,000 | 10,000 |
| 31-7000-9020 | Sewer Dues & Memberships | | | | - | - | - | 700 |
| 31-7000-9031 | SBR Permit FEES | | | | 6,517 | 12,000 | 12,000 | 12,000 |
| 31-7000-9100 | Depreciation Expense | | | | 422,936 | - | - | - |
| | Total Operating Expenses | | | | \$ 1,032,603 | \$ 1,583,712 | \$ 1,583,712 | \$ 1,059,362 |

File Attachments for Item:

3. March 10, 2025 Regular Council meeting and March 24, 2025 Workshop meeting

1 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, March 10, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media, Cindy Miller, Deputy Town Clerk, Michael Campbell, Town Manager, Connie Amole, and Sheriff Robert Richardson.

Vice Mayor Timothy Garrett called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Approval of the Agenda: Vice Mayor Mr. Garrett asked if there were any changes to the agenda and there were none.

Adoption of the Consent Agenda:

On a motion by Ms. Spiggle, seconded by Mrs. Allen, the Council voted to adopt the consent agenda; February 10, 2025, Regular Council meeting, and February 25, 2025, Workshop meeting. All members present voting aye. Motion carried 6-0.

Schedule for Public Appearance

Honorable Sheriff Robert Richardson- Presented his funding request for FY 26. He requested level funding, the same as last year. Sheriff Richardson presented information for the Town Council to consider the purchase of a 2023 Dodge Durango V8 Pursuit.

On a motion by Mr. Cardwell, seconded by Mr. Simpson, the council voted to add a budget line to the pending FY26 Budget for an expenditure to consider adding an additional vehicle for the Sheriff's Department. All members of the Council voting aye. Motion carried 6-0.

Mayor Conner welcomed everyone to the meeting.

Citizen Public Comment: Connie Amole addressed the Council and asked if with the new housing added to the Town this will help to increase revenue.

Unfinished Business: none

New Business: none

Council Standing Committee Reports:

2 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

Physical Development Committee- none

Finance & Planning Committee- none

The Centennial Commission- Mr. Simpson, gave updates from the committee meeting along with event ideas. Mr. Simpson stated we currently have \$7890 to use toward the June and October events but would like to be requested to bring the available funds up to \$20,000. Mr. Garrett stated we may have funds available on the Tourism budget line.

On a motion by Mr. Simpson, seconded by Mr. Garrett a request to arrive at a total funding of \$20000 toward the Centennial Commission for the June and October events.

Roll call vote: Allen-yes, Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes and Spiggle-yes. Motion carried 6-0.

Town Manager's Report:

Michael Campbell provided the Town Manager's report.

An update was provided on the Confederate Boulevard pipe bursting project and stated the pipe can be increased to a ten," if not a 12" pipe size for the project and staff is looking into Grants to help fund some of the project.

The Town Manager stated that with the audit being done this past week, the Budget work sessions needed to be pushed back, but feels the Council will be pleased with the new budget process.

Council Comments

Ms. Spiggle-none

Mr. Simpson-none

Mr. Garrett-none

Mr. Cardwell-Leash Law? Asked if staff can check with surrounding localities about their Property Management ordinances and how they function. Mr. Cardwell suggested that we discuss our committees during our upcoming retreat on the setup, functions, and procedures.

Mr. Boyce-none

Mrs. Allen- The new playground equipment will be installed at the beginning of April. We will need to plan a ribbon cutting ceremony.

3 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 7:20 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
March 25, 2025

The Appomattox Town Council held a Workshop meeting on Tuesday, March 25, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and McKinley Cardwell

Absent: none

Others present: Carlton Duck; Alive Media, Rob Fowler and Mrs. Fowler, Director of Community Development & Planning; Cindy Miller Deputy Town Clerk, Tori Rothgeb, Facilities Project Director, Kim Ray, Treasurer, Brooke Moore, Deputy Treasurer, Christy Torrence, Office Manager, Phillip Jamerson, Joetricia Humbles, Jonathan Garrett, Lucas Ward and Bryan Simpson.

Mayor Conner called the meeting to order at 6:30 p.m.

Approval of the Agenda: On a motion from Mr. Garrett, seconded by Mr. Boyce, Council voted to approve the agenda as presented. All council members present voting aye. Motion carried 6-0.

Scheduled Public Appearances:

The following organizations presented to Council the need for financial support.

Appomattox for Equality- Joetricia Humbles

Appomattox Youth Sports- Bryan Simpson

Appomattox Tourism Committee- provided a request.

Historical Appomattox Railroad Festival- Phillip Jamerson

Appomattox County Volunteer Fire Department- Jonathan Garrett

Appomattox Co FFA Alumni-Timothy Garrett ask for Council to consider donating funding for a new facility for the Appomattox Co FFA to build for competitions.

Mr. Simpson asked that Discussion Item 3 be discussed prior to Budget presentation.

DISCUSSION #2: Consideration to connect out of Town waterline to Lot 13 within Woodchase Subdivision

On a motion from Mr. Simpson, seconded by Mr. Garrett, Council voted to approve to add out of town waterline to Lot 13, Woodchase Subdivision. All members of Council voted aye. Motion carried 6-0.

DISCUSSION #1: Staff Budget Presentation

Staff provided a detailed Budget Requests for FY 26 and allowed for questions from Council on each request.

Staff stated we will hold a Budget Work Session at 5:45 p.m. on Monday April 14, 2025.

COUNCIL STANDING COMMITTEE REPORTS:

Centennial Commission: No updates currently.

STAFF REPORTS:

Treasurer's Report: Mrs. Ray provided the Treasurer's report for review.

Town Manager's Report: Tori Rothgeb has a new title as Facilities Project Director and David Carter is now our Utilities Director. Current Openings to be advertised soon- Water Operator and a Part time HR position.

COUNCIL COMMENTS:

Spiggle-none

Simpson-Asked that the EDA provide an incentive for new Businesses.
Discussed with Public works if anyone had addressed the grounding issue on Church St.
Can staff get the word out for homeowners to check their homes for proper grounding?
Asked if the Building Code was being investigated, Mr. Fowler advised he is still researching the topic.
Lambda Server- discussed where it can be installed.

Garrett- none
Cardwell-none
Boyce-none

Allen- Mrs. Allen presented her resignation from the Town Council. She now lives outside of the Town limits.

On a motion by Mr. Simpson, seconded by Mr. Garrett, Council voted to accept Mrs. Allen's resignation. All members of Council voted aye. Motion carried 5-0.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to adjourn at 9:35 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

File Attachments for Item:

4. COUNCIL AGENDA ITEM TITLE:

ISSUE: Prospective Donation Recipient

TIMING: 3-minute presentation

BACKGROUND: Request of \$2,500.00 Donation for FY 2026 Budget



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

ISSUE: Prospective Donation Recipient

RECOMMENDATION:

TIMING: 3-minute presentation

BACKGROUND: Request of \$2,500.00 Donation for FY 2026 Budget

ENCLOSED DOCUMENTS: Donation presentation sheet attached

STAFF/SPONSOR:

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jane Allen
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Nathan A. Simpson
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)

| ORGANIZATION | MISSION SUMMARY | FY2026 REQUESTED AMOUNT | FY2025 PRIOR DONATION |
|--|---|---|--|
| Appomattox For Equality | Community support for students and health assistance | \$1,000 | \$1,000 |
| Appomattox Youth Sports | Local community sport teams and fields | Not Specified | \$4,000 |
| Appomattox Tourism Committee (attached statement) | Promote tourism for Appomattox County and Town <i>Budgeted under Tourism - Marketing</i> | \$10,000 | \$10,000 |
| Historical Appomattox Railroad Festival | Annual Festival | \$10,000 | \$10,000 |
| American Civil War | Museum | \$2,500 | \$2,500 |
| EMERGENCY SERVICES | | | |
| Appomattox County Volunteer Fire Department | Fire Safety Service | Prior funding | \$300,000 Truck \$40,000 Donation <u>\$15,000</u> Grant \$355,000 |
| Appomattox Sheriff Department (prior presentation) | Law Enforcement | \$58,000 Vehicle \$111,667 Donation <u>\$55,159</u> Grant \$224,826 | \$108,202 Donation <u>\$55,159</u> Grant \$163,361 |

February 18 - Public Advertisement:

Town Facebook Page
Town Website

February 18 - Emails sent to all prior year applicants:

Till the End of Time Sanctuary Inc
T & C Promotions
Appomattox for Equality
Appomattox for Youth Sports
Appomattox Tourism Committee
Appomattox County Rescue Squad
Historical Appomattox Railroad Festival
Appomattox County Volunteer Fire Department