

## **Proposed FY 2021-2022 Operating and Capital Budgets**

- 1) An Ordinance Imposing And Levying Taxes Within The Town of Clifton Forge, Virginia Upon Real Property For The Fiscal Year Beginning July 1, 2021 and Ending June 30, 2022, and Upon Personal Property and Machinery and Tools For the Calendar Year Beginning January 1, 2021, and Ending December 31, 2021.**

**RECOMMENDATION:** Proceed to second reading

- 2) An ordinance to amend Section 86-95, Water Services Charges and Fees beginning July 1, 2021.**

**RECOMMENDATION:** Proceed to second reading

- 3) An ordinance to amend Section 86-556, Wastewater Services Charges and Fees beginning July 1, 2021.**

**RECOMMENDATION:** Proceed to second reading

- 4) Resolution Adopting the Fiscal Year 2021-2022 Operating and Capital Budgets For the Town of Clifton Forge, Virginia and Appropriating the Requisite Funds for Said Budgets**

**RECOMMENDATION:** Proceed to second reading



## TOWN OF CLIFTON FORGE

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**TOWN OF CLIFTON FORGE, VIRGINIA  
NOTICE OF PUBLIC HEARING  
PROPOSED 2021-2022 BUDGET  
FOR THE YEAR BEGINNING JULY 1, 2021**

**Via Zoom Meeting Following Instructions Below\*\***

Anyone wishing to speak during the meeting or wishing to submit a question or comment prior to the meeting to be included in this portion of the meeting should send their name, phone number and/or materials to the Town Manager via the email link no later than Tuesday, May 11h at 3:00 PM on the Town's website by following these instructions.

1. Go to the Town's website: [www.cliftonforgeva.gov](http://www.cliftonforgeva.gov)
2. Click on the "contact" link (last tab at the top of the page)
3. Fill out the form, choosing Town Manager from the drop-down box then click the "send" button.

**NOTE:** While being conducted as a teleconference, this public hearing will be conducted as all regular Council meetings and outside noise interference or disrespectful conduct will not be tolerated. Anyone who violates these directives can and will be muted or removed from the call. We appreciate everyone's cooperation and patience during this time.

The following is a summary of the budget proposal. This synopsis is for informational purposes only. It does not constitute an obligation or commitment to appropriate any funds for any items or purpose. There are no allocations of Town funds for any purpose until there is an authorization and appropriation of funds by Town Council.

	FY2021 Adopted Budget	FY2022 Proposed Budget
<b>GENERAL FUND</b>		
<b>REVENUE</b>		
General Property Taxes	\$690,250	\$693,250
Other Local Taxes	954,500	980,500
Permits, Fees, Reg. Licenses	1,400	1,250
Fines and Forfeitures	10,750	9,750
Revenue from use of Money and Property	41,866	36,866
Charges for Services	85,250	88,250
Miscellaneous Revenue	36,925	36,925
Recovered Costs - Other	14,000	14,000
Revenue from the Commonwealth	1,207,800	1,242,026
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$3,042,071</b>	<b>\$3,102,817</b>
<b>EXPENDITURES</b>		
General Government Administration	\$305,653	\$293,655
Public Safety	1,062,163	1,075,897
Public Works	770,190	772,522
General Maintenance	32,895	32,519
Parks & Cultural	230,352	221,281
Library	202,512	203,556
Community Development	30,170	37,307
Non-Departmental	274,246	331,520
Capital Improvements	134,560	134,560
<b>TOTAL GENERAL EXPENDITURES</b>	<b>\$3,042,741</b>	<b>\$3,102,817</b>
<b>WATER FUND</b>		
<b>REVENUE</b>		
Water System Charges	\$890,000	\$907,500
County Water Charges	600,000	600,000
Transfer from Reserve	126,487	0
<b>TOTAL WATER FUND REVENUE</b>	<b>\$1,616,487</b>	<b>\$1,507,500</b>
<b>EXPENDITURES</b>		
Water Filtration Expense	\$465,400	\$427,482
Transmission - Distribution	207,400	204,980
Non-Departmental	152,309	152,840
Capital	469,500	300,000
Debt Service	321,878	422,198
<b>TOTAL WATER EXPENDITURES</b>	<b>\$1,616,487</b>	<b>\$1,507,500</b>
<b>SEWER FUND</b>		
<b>REVENUE</b>		
Sewer System Charges	\$1,524,000	\$1,506,500
Transfer from Reserve	106,951	0
<b>TOTAL SEWER FUND REVENUE</b>	<b>\$1,630,951</b>	<b>\$1,506,500</b>

**EXPENDITURES**

<i>Wastewater Treatment</i>	\$1,168,000	\$1,094,275
<i>Sewage Collections</i>	113,550	101,090
<i>Sewer I &amp; I</i>	23,000	24,999
<i>Non -Departmental</i>	117,872	117,607
<i>Debt Service</i>	208,529	168,529
<b>TOTAL SEWER EXPENDITURES</b>	<b>\$1,630,951</b>	<b>\$1,506,500</b>
<b>TOTAL BUDGET</b>	<b>\$6,290,179</b>	<b>\$6,116,817</b>

**CAPITAL PROJECTS BUDGET FY 2022**

**Water Fund**

<i>Tank rehabilitation</i>	70,000
<i>Valve &amp; Hydrant Replacements</i>	65,000
<i>Main Transmission Line Rehab</i>	115,000
<i>WTP Valve Replacements</i>	50,000
<b>Total Water Fund</b>	<b>\$ 300,000</b>

As part of the budget adoption process, Town Council will consider the adoption of the following budget related ordinances and resolution:

1. An ordinance imposing and levying taxes within the Town of Clifton Forge, Virginia upon real property for the fiscal year beginning July 1, 2021 and ending June 30, 2022 and upon personal property and machinery and tools for the calendar year beginning January 1, 2021 and ending December 31, 2021.
2. An ordinance to amend Section 86-95(a), Water Services Charges and Fees beginning July 1, 2021. A proposed increase of two dollars (\$2.00) on the water rate from \$36.80 per month to \$38.80 per month on the base rate per ERU. The total utility bill for under 5,000 gallons will remain at \$111 per month.
3. An ordinance to amend Section 86-566, Sewer Services Charges and Fees beginning July 1, 2021. A proposed **decrease** of two dollars (\$2.00) on the sewer rate from \$74.20 per month to \$72.20 per month on the base rate per ERU.
4. A resolution adopting the Fiscal Year 2021-2022 Operating Budget and Capital Budget for the Town of Clifton Forge, Virginia and appropriating the requisite funds for said budget.

Copies of the Proposed Operating Budget, the above ordinances and resolution are available for public examination at Town Hall. All interested parties will have the opportunity to give written comment.

Charles Unroe  
Town Manager

## ORDINANCE

An Ordinance Imposing And Levying Taxes Within The Town Of Clifton Forge, Virginia Upon Real Property For The Fiscal Year Beginning July 1, 2021 And Ending June 30, 2022 And Upon Personal Property And Machinery And Tools For The Calendar Year Beginning January 1, 2021, And Ending December 31, 2021

**BE IT ORDAINED** by the Council of the Town of Clifton Forge that for the support and operations of the town government, the tax rate on all real property for the fiscal year beginning July 1, 2021 and ending June 30, 2022, Fiscal Year 2021-2022, and all tangible personal property and machinery and tools shall be as follows:

### 1. Tax Rates

#### A. Real Estate

Upon all real estate and improvements thereon, not exempt from local taxation, there shall be a tax of No Dollars and Twenty-six cents (\$0.26) for every One Hundred Dollars (\$100.00) of the assessed value.

#### B. Public Service Corporations

Upon all property of public service corporations not exempt from local taxation, there shall be a tax of No Dollars and Twenty-six cents (\$0.26) for every One Hundred Dollars (\$100.00) of assessed value.

#### C. Tangible Personal Property

For the calendar year beginning January 1, 2021 and ending December 31, 2021, upon all tangible personal property of every kind and description not exempt from local taxation, there shall be a tax of Three Dollars and Sixty-Five Cents (\$3.65) for every One Hundred Dollars (\$100.00) of assessed value. This tax shall not apply to household goods and personal effects as set forth in Section 58.1-3504, *Code of Virginia*, if such goods and effects are owned and used by an individual or family or household incident to maintaining an abode.

#### D. Machinery and Tools

For the calendar year beginning January 1, 2021 and ending December 31, 2021, upon all machinery and tools used or employed by any person, firm or corporation in any trade or business, not exempt from local taxation, there shall be a tax of Three Dollars and Sixty-Five Cents (\$3.65) for every One Hundred Dollars (\$100.00) of assessed value which shall be based upon the fair market value thereof.

## **2. Tax Payments**

The abovementioned taxes shall be due and payable as follows:

### **A. Real Estate Tax Payments**

Real estate taxes shall be due and payable in two equal installments, the first on December 5, 2021 and the second on June 5, 2022. A ten percent (10.0%) penalty of the late payments of such tax shall be imposed. In addition to the penalty, the Town shall collect interest at the rate of ten percent (10.0%) per annum upon the principal and penalties of all such taxes not paid by the date due.

### **B. Personal Property and Machinery and Tools Taxes**

Personal property and machinery and tools taxes shall be due and payable on December 5, 2021. A ten percent (10.0%) penalty of the late payments of such tax shall be imposed on the amount remaining after PPTRA is applied. In addition to the penalty, the Town shall collect interest at the rate of ten percent (10.0%) per annum upon the principal and penalties of all such taxes not paid by the date due.

## **3. Severance Clause**

In the event that a court of competent jurisdiction declares any portion of this Ordinance invalid, then all remaining provisions shall remain in full force and effect.

## **4. Effective Date**

This ordinance shall be in effect on and after its adoption.

First Reading: May 11, 2021

Second Reading and Adoption: May 25, 2021

A TRUE COPY, ATTEST:

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Clerk of Council

**ORDINANCE**

An Ordinance to Amend and Reordain Section 86-95,  
Water Services Charges and Fees of the Code  
of Ordinances of the Town of Clifton Forge, Virginia

**BE IT ORDAINED** by the Council of the Town of Clifton Forge, Virginia that Section 86-95, Water Service Charges and Fees of the Code of Ordinances of the Town of Clifton Forge, Virginia is hereby amended and reordained as follows:

**Section 86-95. Service charges and fees.**

(a) The following monthly charges shall apply to all customers (residential, commercial, industrial, institutional) that utilize the water service of the Town:

Base Rate per ERU (Equivalent Residential Unit): \$38.80

Volume Rates Per 1000 gallons:

0	to	5,000	Included in base rate	
5,001	to	15,000	Tier 1	\$4.67
15,001	to	50,000	Tier 2	\$4.98
50,001	to	100,000	Tier 3	\$5.59
100,001	and over		Tier 4	\$6.33

The above rates are based upon a standard 3/4-inch meter. Meters greater than 3/4-inch will have a multiplier applied to their base rate as follows:

<b>Meter Size</b>	<b>1.00</b>	<b>1.50</b>	<b>2.00</b>	<b>3.00</b>	<b>4.00</b>	<b>6.00</b>
<b>Equivalent Resident Unit</b>	<b>2.5</b>	<b>5</b>	<b>8</b>	<b>15</b>	<b>30</b>	<b>60</b>

This ordinance shall be in effect on and after July 1, 2021.

First Reading: May 11, 2021

Second Reading: May 25, 2021



**ORDINANCE**

An Ordinance to Amend and Reordain Section 86-556,  
Wastewater Services Charges and Fees of the Code  
of Ordinances of the Town of Clifton Forge, Virginia

**BE IT ORDAINED** by the Council of the Town of Clifton Forge, Virginia that Section 86-556, Wastewater Service Charges and Fees of the Code of Ordinances of the Town of Clifton Forge, Virginia is hereby amended and reordained as follows:

**Section 86-556. Service charges and fees.**

(a) The following monthly charges shall apply to all customers (residential, commercial, industrial, institutional) that utilize the wastewater service of the Town:

Base Rate per ERU(Equivalent Residential Unit): \$72.20

Volume Rates Per 1000 gallons:

0	to	5,000	Included in base rate	
5,001	to	15,000	Tier 1	\$5.87
15,001	to	50,000	Tier 2	\$6.40
50,001	to	100,000	Tier 3	\$6.94
100,001	and over		Tier 4	\$7.47

(b) The above rates are based upon a standard 3/4-inch meter. Meters greater than 3/4-inch will have a multiplier applied to their base rate as follows:

<b>Meter Size</b>	<b>1.00</b>	<b>1.50</b>	<b>2.00</b>	<b>3.00</b>	<b>4.00</b>	<b>6.00</b>
<b>Equivalent Resident Unit</b>	<b>2.5</b>	<b>5</b>	<b>8</b>	<b>15</b>	<b>30</b>	<b>60</b>

This ordinance shall be in effect on and after July 1, 2021.

First Reading: May 5, 2021

Second Reading: May 25, 2021

## RESOLUTION

A Resolution Adopting The Fiscal Year 2021-2022 Operating Budget and Capital Budget For The Town Of Clifton Forge, Virginia And Appropriating The Requisite Funds For Said Budget

**BE IT RESOLVED** by the Council of the Town of Clifton Forge, Virginia as follows:

1. That the Town Council hereby approves and adopts the document entitled "*Operating Budget, Town of Clifton Forge, Virginia, Fiscal Year 2021-2022*"
2. In order to provide the requisite funds for said operating budget, the following accounts are hereby appropriated by fund category for the fiscal year beginning July 1, 2021 and ending June 30, 2022; said appropriations shall remain in effect until amended or changed by Town Council.

3. Operating Budget

<u>Fund</u>	<u>Amount</u>
Fund 01 – General Fund	\$3,102,817
Fund 03 – Water Fund	1,507,500
Fund 04 – Sewer Fund	<u>1,506,500</u>
<b>Total All Funds</b>	<b>\$ 6,116,817</b>

4. Capital Budget

<u>Fund</u>	<u>Amount</u>
Fund 01 – General Fund	\$ 0
Fund 03 – Water Fund	300,000
Fund 04 – Sewer Fund	<u>0</u>
<b>Total All Funds</b>	<b>\$ 300,000</b>

5. The Town Manager is hereby directed and authorized to do all things necessary to Implement said budget.

6. This resolution shall be in effect on and after its adoption.

First Reading – May 11, 2021

Second Reading – May 25, 2021

Attest:

Charles Unroe, Clerk of Council