

Town of Scottsville
 FY 2017 Budget
Summary Page
 Adopted June 20, 2016

	Projected Cash Balance July 1, 2016	Budgeted Revenues	Budgeted Expenditures	Projected Cash Balance June 30, 2017
General Fund	404,000	534,662	539,833	398,829
Canal Basin Square Project	31,353	0	0	31,353
Total	435,353	534,662	539,833	430,182

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FY 2017 Budget
General Fund Revenues

Adopted June 20, 2016

	ACTUAL FY 2015	BUDGET FY 2016	PROJECTED FY 2016	BUDGET FY 2017
REVENUES FROM FEDERAL GOVERNMENT	24,837	102,050	100,628	0
FHWA Recreational Trails Program Van Clief Nature Area Trails	0	64,628	64,628	0
USDA Farmers' Market Grant Restrooms	22,790	0	0	0
USDA Grant for vehicle purchase (75% Grant/25% Loan)	0	37,422	36,000	0
VDOT Grant Reimbursement Streetscape	2,047	0	0	0
REVENUES FROM STATE GOVERNMENT	89,158	77,362	76,962	76,962
DCR Grant Dam Safety and Flood Prevention	8,500	750	750	750
DEQ Litter Grant Litter Prevention and Recycling	1,059	1,000	1,000	1,000
Fire Programs Annual Grant transferred to Vol. Fire Dept.	19,000	10,000	10,000	10,000
Fuels Tax Refund Refund of State gas tax, paid at pump	0	400	400	400
Law Enforcement Assistance HB 599 funds	12,612	12,612	12,612	12,612
Sales Taxes (routed thru county) Based on school age population	30,244	35,000	35,000	35,000
Communications Tax State tax on communications services	17,743	17,600	17,200	17,200
REVENUES FROM COUNTY GOVERNMENT	0	12,500	12,500	12,500
Levee expenses (50%) Cost-share w/ Alb. Co.	0	12,500	12,500	12,500
REVENUES FROM TOWN	491,084	458,200	454,875	444,700
Business Licenses (BPOL) Gross Receipts Tax	85,321	83,000	83,000	83,000
Cigarette Tax \$0.35 per pack eff. 10/1/12	94,763	95,000	95,000	95,000
Farmers' Market Vendor Fees	2,473	2,500	3,500	3,500
Fines Traffic and parking violations, etc.	11,225	22,000	12,000	15,000
Franchise Tax Bank Franchise Tax	30,554	35,000	35,000	29,000
License Tax \$30 per automobile, see Tax Rate Schedule	85	8,000	8,000	8,000
Meals Tax 4% tax on retail of prepared food	142,756	140,000	145,000	145,000
Miscellaneous Insurance Reimb., Copies, Misc. Donations	4,462	1,000	5,500	1,000
Rental Income Cell Tower, Victory Hall, Frm Mkt rental	22,366	22,000	23,000	23,000
Rental Income Cell Tower Easement	40,000	0	0	0
Rolling Stock Tax CSX Railroad	1,695	1,700	1,700	1,700
Transient Occupancy Tax 5% (60% mandatory for T&ED)	16,820	10,000	5,000	2,500
Utility Consumers Tax Electric and Gas Consumers' Tax	35,315	35,000	35,000	35,000
Utility License Tax Electric and Gas License Tax	2,724	2,500	2,500	2,500
Zoning Permits Building, sign, and zoning fees	525	500	675	500
RETURN ON INVESTMENTS	341	100	600	500
Interest Income on Money Market Funds, LGIP, etc.	341	100	600	500
TOTAL OPERATING REVENUES	605,421	650,212	645,565	534,662

FY 2017 Budget
General Fund Expenditures

Adopted June 20, 2016

Categories/Lines	Description	ACTUAL FY 2015	BUDGET FY 2016	PROJECTED FY 2016	BUDGET FY 2017
ADMINISTRATIVE AND OFFICE		207,800	202,504	201,574	196,483
Advertising	Official notices & information	1,598	2,000	2,000	2,000
Audit	Annual audit of town finances	0	11,000	13,000	13,000
Bank Service Charges	Direct deposit fees, etc.	520	500	600	500
Cigarette Tax Stamps	36 Rolls per Case	0	2,600	2,970	0
Computer	Software Upgrades	1,028	1,000	1,000	1,000
Dues, Subscriptions, and Documents	VML, Municipal Code Corp., etc	473	2,500	2,500	2,500
Insurance	VML: Prop., Liability, Blanket Bond, Workers Comp.	19,960	19,000	17,000	17,000
Mailings	Postage	452	400	400	400
Municipal Election	Election occurs every two years	0	2,500	1,500	0
Office Equipment	Copier Lease and Service Contract	2,452	2,400	2,900	2,900
Office Supplies	Paper, Pens, Printing, etc.	896	800	800	800
Payroll: Clerk	Base Salary	40,611	41,829	41,829	41,829
Payroll: Town Administrator	Base Salary	42,012	43,272	43,272	43,272
Payroll: Temp	Temp/Occasional Office Assistant	2,210	2,500	1,500	1,500
Payroll: Matching FICA	Match for S.S. and Medicare for Admin Employees	5,978	6,701	6,701	6,701
Payroll: Retirement Benefit	VRS	8,520	9,574	9,574	10,714
Payroll: Health Benefit	Local Choice Health Care Plan for full-time Admin Staff	29,109	28,512	28,512	29,184
Payroll: Life Insurance	Life insurance for F/T Admin Employees	901	1,123	1,123	1,123
Professional Development	VLGMA Dues, Conferences, Workshops	200	500	500	500
TA Expenses	Reimbursable expenses - conferences, workshops, etc.	0	100	100	0
Telephone	CenturyLink Local/Long Distance, TAdmin Cell Phone, DSL	3,365	3,300	3,400	3,400
Town Attorney	Contract \$1,400/month + VLGA	17,156	17,160	17,160	17,160
Town Attorney	Litigation Expenses	30,240	3,233	3,233	1,000
Town Council and Mayor	Training, Reimbursable Expenses	117	0	0	0
CAPITAL IMPROVEMENTS		33,514	144,926	133,921	6,000
Butterfly Garden	Gazebo	0	996	996	0
Farmers' Market	Pavilion and Restrooms	0	400	400	0
Farmers' Market	Paving	0	6,000	6,000	0
Municipal Building	Electrical Service Upgrade/Repair	5,887	0	0	0
Municipal Building	Exterior Work	0	1,000	1,000	0
Municipal Building	Fire Alarm/Smoke Detectors	0	4,000	4,000	0
Municipal Building	Interior Work	0	0	0	0
Municipal Building	HVAC Units	0	3,000	0	0
Police Department	Police Building HVAC	3,750	0	0	0
Police Vehicle	Police Cruiser, Computers, and Equipment	16,097	37,422	36,000	0
Police Vehicle	Interest and Loan Admin Fee	0	2,175	525	2,000
Sidewalks	Repairs to Existing	0	3,000	3,000	3,000
Street Furnishings	Trash cans, benches	0	0	0	0
Street Signs	Replacement	682	3,500	0	0
Van Clief Nature Area	Bridge/Trail Construction (80/20 RTP Grant)	0	82,000	82,000	0
Van Clief Nature Area	Design/Engineering	7,098	1,433	1,433	0
Van Clief Nature Area	Signage	0	0	0	1,000

Categories/Lines	Description	ACTUAL FY 2015	BUDGET FY 2016	PROJECTED FY 2016	BUDGET FY 2017
COMMUNITY DEVELOPMENT		23,211	14,250	15,237	15,250
Fire Department	VA Division of Fire Safety Grant to SVFD (Pass Through)	19,000	10,000	10,000	10,000
Farmers' Market	Payment to Market Manager, Advertising, Telephone	3,358	3,500	4,500	4,500
Holiday Tree and Decorations		853	750	737	750
FLOOD CONTROL		16,389	28,021	27,321	24,460
Diesel Fuel for Pumps	Pump testing and use	891	1,000	1,000	1,000
Electricity	Lighting and Heating at Pump Station	1,933	2,500	1,800	1,800
Equipment and Supplies	General safety, maintenance equip., sandbag replacement	162	1,560	1,560	1,500
Levee Maintenance	Special maintenance projects (tree removal, brush clearing)	0	1,500	1,500	1,500
Levee/Dam Maintenance	Contract Mowing	4,900	6,250	6,250	6,250
Mink Creek Dam Certification	Engineer Safety Report	1,450	1,500	1,500	1,500
Mink Creek Dam Maintenance	Special maintenance projects (tree removal, brush clearing)	0	1,500	1,500	1,500
Payroll	Flood Superintendent Salary @ \$360 per month	4,200	4,320	4,320	4,320
Payroll	Matching FICA	321	330	330	350
Pump House Maintenance	Electrical and heating repairs; generator bldg paint and decking	198	4,802	4,802	2,000
Pump Maintenance/Repair	Repairs and Maintenance to Pumps and Generator	1,581	2,019	2,019	2,000
Alarm Fee	Monthly Alarm Fee	240	240	240	240
Telephone	Telephone service for flood superintendent	512	500	500	500
MUNICIPAL BUILDING		17,441	19,343	19,479	18,980
Cleaning Services Contract	Weekly cleaning	5,200	5,500	5,500	5,500
Elevator Maintenance	Otis PM contract, repairs, certification	4,417	5,000	4,600	5,000
Pest Control	Dodson contract	479	480	479	480
Repairs and Maintenance	General upkeep of heating, cooling, and other equip.	1,764	2,363	4,000	3,000
Utilities	Electric, Gas, Water and Sewer (Upstairs Only)	5,581	6,000	4,900	5,000
POLICE DEPARTMENT		191,015	199,140	197,970	196,687
Building Maintenance	Plumbing, AC, Roof, Flooring, etc.	348	3,250	3,600	2,000
Office Expenses	Office supplies	1,381	250	250	250
Payroll: Base Salary	2 Full-Time, 1 Part-Time Officers	131,429	134,170	134,170	134,170
Payroll: Health Benefit	Local Choice Plan for full-time officers	13,800	13,200	13,200	13,512
Payroll: Matching FICA	FICA for all positions	10,040	10,264	10,264	10,264
Payroll: Part-Time Officers	Paid part-time for 4th of July, overtime, etc.	1,730	2,000	2,000	2,000
Payroll: Retirement Benefit	VRS for F/T officers	8,513	9,566	9,566	10,706
Payroll: Life Insurance	Life insurance for full-time officers	901	1,123	1,123	1,123
Professional Development	Academy Dues (620 per officer) plus per diem.	1,860	1,900	1,860	1,860
Supplies and Equipment	Uniforms, tuning fork calibration, computer support, etc.	2,447	2,500	2,500	2,500
Telephone	CenturyLink/DSL/Verizon Wireless	3,430	3,360	3,600	3,600
Utilities	Electric, Gas, Water for 105 East Main Street	1,598	1,500	1,000	1,000
Vehicles Gas and Fluids	Gasoline and Oil (4 Vehicles)	7,322	8,000	5,500	6,000
Vehicles Insurance	VML Auto Insurance	3,368	3,500	2,780	3,000
Vehicles Repair and Maint	Police Car Maintenance	1,293	3,000	5,000	3,000
Line of Duty Premiums	FY 2017 Rate of \$567.37 per Officer	1,557	1,557	1,557	1,702

Categories/Lines	Description	ACTUAL FY 2015	BUDGET FY 2016	PROJECTED FY 2016	BUDGET FY 2017
STREET DEPARTMENT		73,476	72,615	79,748	78,973
Maintenance	Contract work for sign repair, trash cans, streets, etc.	430	0	250	250
Maintenance	Snow Removal	225	500	778	750
Materials and Supplies	Expenses incurred for Maintenance	819	1,500	2,200	2,000
Park Maintenance	Maintenance for Canal Basin, Bruce Park, VCNA, etc.	12,702	11,198	11,198	12,000
Payroll: Matching FICA	FICA for Maintenance Employee	1,985	1,893	2,065	1,970
Payroll: Park Area Mowing	Moved from payroll to contractor eff. June 2014	3,975	4,000	5,690	6,000
Payroll: Maintenance	Full-Time Hourly, O/T	24,406	25,745	27,000	25,745
Payroll: Health Benefit	F/T Maintenance Employee	6,900	6,600	6,600	6,756
Payroll: Retirement & Life Insurance	F/T Maintenance Employee	2,687	3,111	3,111	3,442
Street Lighting	Per Contract with AEP	12,126	12,100	12,100	12,000
Telephone	Cell Phone for Maintenance Employee	509	460	560	560
Trash Collection	\$18 per account, per month to Trash Hauler; Dumpster	5,674	3,312	5,000	4,000
Trash Collection	Special Trash Collection	733	1,000	1,000	1,000
Tree Maintenance/Sidewalk Plantings		304	1,196	1,196	1,500
Vehicle Gas and Maintenance	Fuel and Repairs to Truck and Gator	0	0	1,000	1,000
TOURISM & ECONOMIC DEVELOPMENT		10,591	4,900	4,770	3,000
Arts & Culture Committee	Batteau Festival, July 4th, Community Day, etc.	6,267	2,500	2,500	1,500
Restroom Facilities	Portable toilets at Fourth of July, etc.	383	0	710	500
Brochures	Printing, Welcome Center Placement	480	1,900	700	500
Website	Hosting, modifications, and improvements	409	500	500	500
Miscellaneous	Advertising, Photo Contest	559	0	0	0
Van Clief Nature Area	Planning and project-related expenses	2,494	0	360	0
TOWN PLANNING		182	0	0	0
ARB	Publications, Subscriptions, and Printing	0	0	0	0
Board Zoning Appeals	Orientation, Expenses, Certification	0	0	0	0
Planning Commission	Certification, Miscellaneous Expenses	0	0	0	0
Planning Commission	Professional Consultation	182	0	0	0
ANNUAL OPERATING EXPENSES (Excludes Capital Improvement Expenditures)		540,104	540,773	546,099	533,833
ANNUAL CAPITAL IMPROVEMENT EXPENSES		33,514	144,926	133,921	6,000
TOTAL EXPENSES (General Fund)		573,618	685,699	680,020	539,833
TOTAL REVENUES (General Fund)		605,421	650,212	645,565	534,662
Annual Growth (Reduction) in the Reserve Fund:		31,803	(35,487)	(34,455)	(5,171)

Tax Rates

Town of Scottsville

FY 2017 Budget
Adopted June 20, 2016

Motor Vehicle License Tax

Cars and Trucks	\$30
Trailer (over 1,500 lbs)	\$25
Trailer (under 1,500 lbs)	\$5
Motorcycle	\$15

(volunteer fire and rescue personnel have one vehicle exempted)

Business, Professional, and Occupational License Tax (BPOL)

Amusements	\$0.20 per \$100 gross receipts	\$30 Minimum
Contractors	\$0.15 per \$100 gross receipts	\$30 Minimum
Retail Merchants	\$0.20 per \$100 gross receipts	\$30 Minimum
Repair/Personal/Business Service Provider	\$0.36 per \$100 gross receipts	\$30 Minimum
Financial/Real Estate/Professional Service Provider	\$0.58 per \$100 gross receipts	\$30 Minimum
Wholesale Merchants	\$0.05 per \$100 gross purchases	\$30 Minimum
Savings and Loan Institution	\$30.00 per year	
Pawn Broker	\$250.00 per year	
Itinerant Merchants	\$500.00 per year	
	\$150.00 per month	
	\$50.00 per week	
Direct Sellers	\$0.20 per \$100 retail sales or \$0.05 per \$100 wholesale sales	
Telephone Company, Utility Company	0.5% of gross receipts	
Traveling Carnivals, Circuses, and Other Shows	\$500.00	
Fortunetellers, Clairvoyants, etc.	\$500.00 per year	
Dealers in Precious Metals	\$500.00 per year	

Cigarette Tax 35¢ per pack of 25 or fewer.

Meals Tax 4% on retail of prepared food.

Transient Occupancy Tax 5% assessed on the occupancy of all rooms in hotels, motels, boardinghouses, bed and breakfasts, and travel campgrounds in town. (60 percent dedicated to tourism and economic development.)

Consumer Utility Tax On a monthly basis:

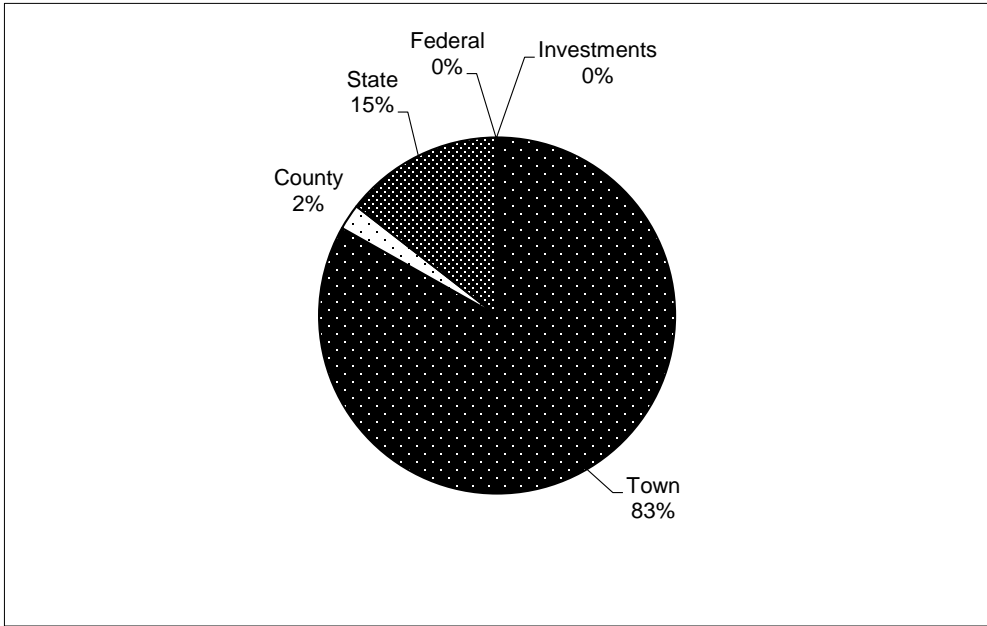
Electrical Services - Residential. On purchasers of electric service for residential purposes, the tax shall be in the amount of \$0.0300 per kWh for the first 100 kWh and \$0.000000 per kWh exceeding 100 kWh delivered monthly by a seller not to exceed three dollars (\$3.00) per month

Electrical Services - Commercial. On purchasers of electric service for commercial purposes, the tax shall be in the amount of \$0.006161 per kWh for the first 48,693 kWh and \$0.001636 per kWh exceeding 48,693 kWh delivered monthly by a seller.

Electrical Services - Industrial. On purchasers of electric service for industrial purposes, the tax shall be in the amount of \$0.005265 per kWh for the first 56,980 kWh and \$0.000934 per kW exceeding 56,980 kWh delivered monthly by a seller.

Gas Service - Residential. On purchasers of natural gas service for residential purposes, the tax shall be \$1.25 per CCF for the first 1.6 CCF and \$0.00 per CCF exceeding 1.6 CCF delivered monthly by a seller.

Gas Service - Commercial or Industrial. On purchasers of natural gas service for commercial or industrial purposes, the tax shall be \$0.0638 per CCF for the first 4,500 CCF and \$0.0110 per CCF exceeding 4,500 CCF for non-interruptible service, and \$0.0588 per CCF for the first 4,770 CCF and \$0.0110 per CCF exceeding 4,770 CCF for interruptible service.

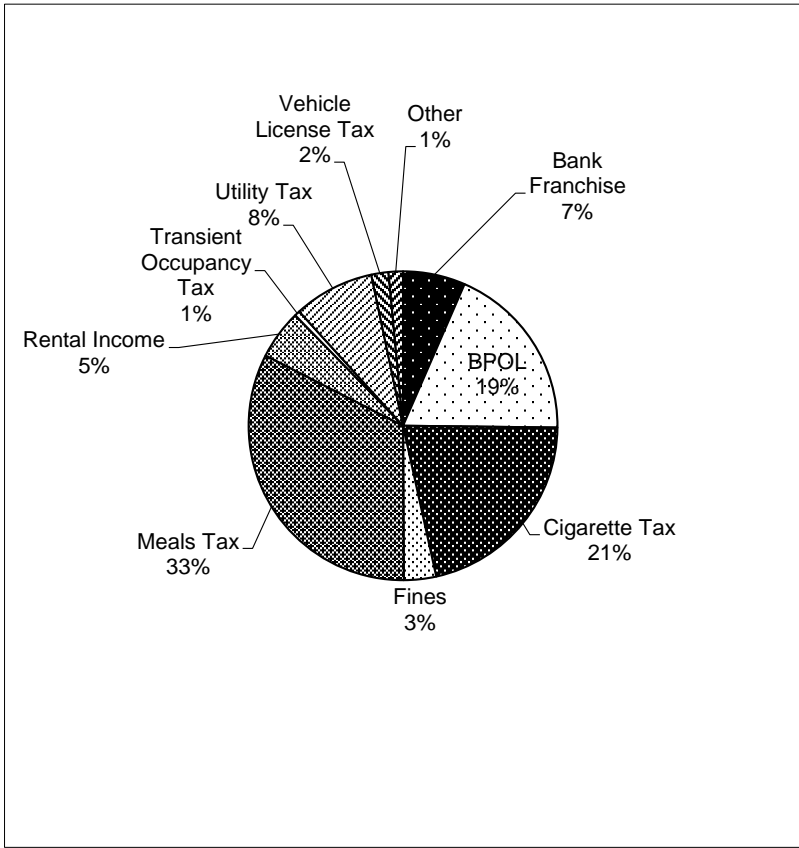


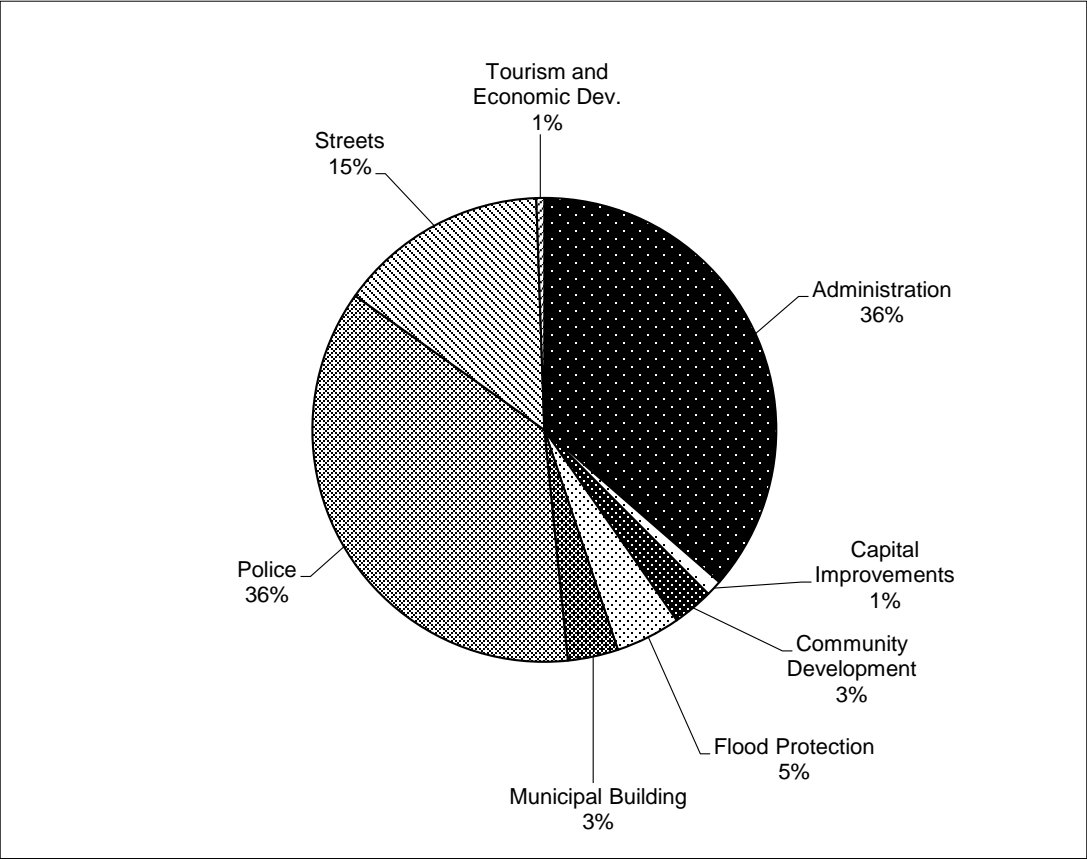
Total Revenues

Town	\$444,700
County	12,500
State	76,962
Federal	0
Investments	500
Total	\$534,662

Town Revenues By Source

Bank Franchise	\$29,000
BPOL	83,000
Cigarette Tax	95,000
Fines	15,000
Meals Tax	145,000
Rental Income	23,000
Transient Occupancy Tax	2,500
Utility Tax	37,500
Vehicle License Tax	8,000
Other	6,700
Total	\$444,700





Expenditures by Function

Administration	\$196,483
Capital Improvements	6,000
Community Development	15,250
Flood Protection	24,460
Municipal Building	18,980
Police	196,687
Streets	78,973
Tourism and Economic Dev.	3,000
Total Expenditures	\$539,833