

**Ordinance-O-01-2016**

**ORDINANCE OF THE COUNCIL OF THE TOWN OF MOUNT JACKSON  
ADOPTING BUDGETS FOR THE GENERAL FUND, UTILITIES FUNDS, CAPITAL  
PROJECTS, AND EQUIPMENT REPLACEMENT FUNDS; ESTABLISHING REAL  
AND PERSONAL TAX RATES, ESTABLISHING COMPENSATION  
AMOUNTS/RATES, SETTING FEES FOR WATER, SEWER, REFUSE SERVICES,  
AUTO LICENSE TAX, AND OTHER FEES, CHARGES, PENALTIES, AND TAXES,  
AND ESTABLISHING ANNUAL AND SPECIFIC APPROPRIATIONS FOR FISCAL  
YEAR 2017.**

**WHEREAS** in accordance with the Town Code and Code of Virginia 1950 as amended, Section 15.2-2500 et. seq., it is the determination of the Town Council that the annual appropriation resolution should be enacted to budget and appropriate funds for the several objects, funds and purposes for which the council must provide in the fiscal year beginning July 1, 2016 and ending June 30, 2017; and

**WHEREAS** the Town Manager has prepared and presented to the Town Council a proposed budget outlining the anticipated revenues, expenditures, and transfers for the fiscal year. The budget includes the estimated revenues and other financial sources required, establishes the proposed tax rate for all real and personal property taxes, as well as fees for town licenses and services; and

**WHEREAS** the Council held a public hearing on June 14, 2016, after at least seven days' notice in a newspaper having general circulation in Mount Jackson.

**NOW THEREFORE BE IT ORDAINED** by the Mayor and Council of the Town of Mount Jackson:

**SECTION 1: Budget and Appropriations**

That from and out of the moneys and balances known to be in the General Fund, Enterprise Funds, Equipment Acquisition Fund, and Capital Projects Fund of the Town of Mount Jackson and from all monies anticipated to come into all funds during the twelve-month period ending June 30, 2017, there shall be, and hereby are, budgeted and appropriated the following sums for use by the several departments of the Town and for the objects and purposes for which the Town must provide during 2016-2017 fiscal year:

<b><u>GENERAL FUND</u></b>	<b><u>Proposed Budget</u></b>
Total Revenues	\$1,849,670
Total Expenditures	\$1,849,670
<b><u>ENTERPRISE FUND</u></b>	<b><u>Proposed Budget</u></b>
<b><u>WATER/SEWER/SANITATION</u></b>	
Total Revenues	\$1,757,200
Total Expenditures	\$1,757,200
<b><u>CAPITAL PROJECTS FUND</u></b>	<b><u>Proposed Budget</u></b>
Total Revenues	\$330,200
Total Expenditures	\$330,200

<b><u>EQUIPMENT REPLACEMENT FUND</u></b>	<b><u>Proposed Budget</u></b>
<b>Total Revenues</b>	<b>\$130,300</b>
<b>Total Expenditures</b>	<b>\$130,300</b>

**SECTION 2: IMPLEMENTATION AND REFERENCES:**

For the Fiscal Year 2017 the “Town of Mount Jackson Proposed Budget Fiscal Year 2017” line item detail document, including the Equipment Replacement Fund, and Capital Project Fund detail documents, is hereby adopted and made part of this ordinance by reference. The salaries and specific current year vehicle acquisitions as well as the current year capital projects are specifically authorized for implementation by the Town Manager. The “Town of Mount Jackson, Virginia Financial Report Year Ended June 30, 2015” is also hereby adopted and made a part of this ordinance by reference.

**SECTION 3: Fees and Rates**

For Fiscal Year 2017 the following payments, rates, charges, and fees to be charged are hereby established:

**Real Property Tax**                      \$.14 per \$100 assessed value

**Personal Property Tax**                \$.80 per \$100 assessed value

LATE FILING FEE    \$10

*Delinquent fee on past due accounts forwarded for collection - \$20*

**Vehicle Tag Tax**

Automobile/Truck	\$25
Motorcycle	\$15
Trailer	\$10

LATE CHARGE                                \$1

*Delinquent fee on past due accounts forwarded for collection - \$20*

**Water/Sewer User Charges FOR BILLS DUE ON OR AFTER JULY 1, 2016**

*POLICY STATEMENT: Since water and sewer operations are particularly sensitive to inflationary costs of chemicals, utilities, labor, and fuels, the Town's policy is that these rates may be adjusted annually by the amount of the annual Consumer Price Index (CPI) from the previous calendar year to avoid severe occasional increases caused by multiple years of constant rates followed by one larger increase.*

Minimum Monthly Gallonage (Water & Sewer)	= 2000 Gallons
Monthly Water Rent per 1000 gallons- In Town	\$6.60
Monthly Sewer Rent per 1000 gallons- In Town	\$11.85
Monthly Water Rent per 1000 gallons Out of Town	\$9.90
Monthly Sewer Rent per 1000 gallons Out of Town	\$17.78
Late Fees	10% after 15 <sup>th</sup> of the month
Cut-off notice charge	\$3
If not paid by the 25 <sup>th</sup> disconnection of water service:	
Reconnection Charge	\$ 25
Purchase of Watering Meter	\$ 40
New Account Deposit    IN-TOWN	\$175*
New Account Deposit    OUT-OF-TOWN	\$225*
Refuse Service Only	\$ 50

\* For customers with prior unresolved bills the deposit shall be equal to the highest past balance. This amount may be reduced upon two years of regular payments without cut-off notice.

**TRUCK LOADS OF WATER** \$45 first 1000 gallons/\$25 each subsequent 1000 gallons  
 - customer equipment must be inspected for, and use backflow prevention at all times.

**Wastewater Strength Surcharges –**

**1. Applicable to wastewaters from Industrial Users**

<u>TYPE</u>	<u>PER HUNDRED POUNDS</u>
Biochemical Oxygen Demand (BOD) In excess of 250 milligrams/liter	\$126.00
Total Suspended Solids (TSS) In excess of 250 milligrams/liter	RESERVED

**2. Capacity Reserve Surcharge**

Applicable to wastewaters from Industrial Users subject to special agreements under Code section 62-72(g), providing for special handling for high concentration, low fiber total suspended solids and special equipment for treatment thereof.

\$6406.37 per month, April, 2011 through March, 2016.

**Refuse Collection per Month**

Residential	\$11.20
Commercial	\$13.35

**Water/Sewer Tap and Access Fees**

That from the effective date of this Ordinance all new users applying for initial connection to the Water and/or Sewer System shall before connection be required to pay a nonrefundable charge as follows: (NOTE: All fees shown are PLUS actual cost of installation.)

Potable water	In Town	Out of Town*	In Town	Out of Town*
<u>Meter Size</u>	<u>Water Fee</u>	<u>Water Fee</u>	<u>Sewer Fee</u>	<u>Sewer Fee</u>
¾ - 5/8"	\$5000	\$10000	\$10000	\$20000
1"	8000	16000	14000	28000
1 ½"	11000	22000	18000	36000
2"	14000	28000	26000	52000
3"	21000	42000	34000	68000
4"	26000	52000	42000	84000
6"	31000	62000	50000	100000
8"	36000	72000	58000	116000
10"	45000	90000	66000	132000

\* Except as provided in Town/County Agreement – Then 150% applies.  
 Meters above 1" diameter must be supplied by applicant.

**Dedicated Fire Suppression Line tap fees** are calculated separately from the potable water line using the following fee schedule:

3 inch line	\$2000
4 inch line	\$4000
6 inch line	\$6000
8 inch line	\$8000

**Since 2001, the town's policy is to provide new water and sewer service only to properties located within the town limits.**

**Cigarette Tax** - 45 cents per pack, 25 cents/pack for packs less than 20 cigarettes  
 \$25 per roll Registered Agent Discount

**Motel Tax** 5%  
**Meals Tax** 5.5%

**Bad Check Charge** \$25  
**Returned check or automatic debit payment** \$25

**PERMIT FEES**

Business License Administrative Fee \$20  
 Solicitor's Permit \$50  
 Peddler's Permit \$125-250 See Code Sec 18-84  
 Land Use Tax Application /Late Application \$10/\$20

**PLANNING AND ZONING FEES**

Regular Zoning/Land Use Application \$10  
**PENALTY FEE FOR CONSTRUCTION BEFORE OBTAINING ZONING PERMIT \$75**  
 Variance Application \$200  
 Re-Zoning Application- Under 1 acre \$200  
 Re-Zoning Application- Over 1 Acre \$300 + \$50 Per Proposed Lot \*\*  
**PROFFER MODEL CALCULATION - REIMBURSE TOWN EXPENSE**  
 Site Plan Review – Minor \$250 \*\*  
 Site Plan Review – Major (Preliminary And Final) \$500 \*\*  
 Special Use Permit Application \$200  
 Subdivision Review \$100 plus \$10 per lot \*\*  
 Lot Line Adjustment/Relocation \$25 for no more than two lots  
 Appeal of Zoning Administrator Decision \$200

\*\* In addition to these fees the applicant must reimburse the Town its actual cost for consultant review services directly associated with the review of the application.

**LEGISLATIVE/BOARD COMPENSATION**

Mayor \$750/year  
 Town Council Members \$600/year  
 Planning Commission Annual Salary \$125 per year  
 Board of Zoning Appeals Salary for Appeals: \$25 per meeting

**SWIMMING POOL FEE**

Children 0-4 FREE  
 Children 5-11 \$2.00  
 Adults 12-UP \$4.00

**Individual resident of Mount Jackson** who is Member of  
 Mt. Jackson Rescue and Fire Dept. WITH ID FREE

**Pool Passes:**

Individual \$50  
 Family UP TO 6 FAMILY MEMBERS \$125  
 EACH ADDITIONAL FAMILY MEMBER \$20  
 Pool Party- Groups up to 25 people \$55/hr (2 hr Min.)  
 Pool Party- 25+ people per each addnl. 25 people \$30

Non-profit Group pass up to 30 persons	\$125/yr.
Non-profit Group pass 30-50 persons	\$225/yr.
<u>For profit</u> group pass up to 30 persons	\$250/yr.
<u>For profit</u> group pass 30-50 persons	\$450/yr

**TOWN PARK AND FACILITIES CHARGES**

Picnic Shelter Rental West	\$25/use/\$35 W/water DEPOSIT \$125
Picnic Shelter Rental Pool Area	\$35/use DEPOSIT \$125
Clean-up charges when shelters not left clean	\$125 charged against deposit
Visitors Center rental	Main Hall \$100+cleanup if needed
Other Special Event rates to be set on case-by-case basis based on costs.	
Community Center Rentals:	
Cafeteria -	\$100 Plus Clean-up
Gymnasium	\$35 per hour
Other facilities – case-by-case basis	

**SECTION 4: Service Charges**

**COPY COSTS**

Police Reports	\$8 per report
Accident Reports	\$20 per report
Duplicate tax tickets (mortgage company services)	\$4/taxpayer
Material brought to office for copy	15 cents per copy
Copies from current file documents	20 cents per copy
Compiling/refilling/research	Actual staff + overhead costs + 20 cents/copy
Long term storage document retrieval/copy	Actual staff + overhead and vendor/copy costs
Projects costing over \$10 require deposit in the amount of 100% of estimated cost.	
Electronic data	Varies based on contractor's retrieval/copy costs
Fingerprints for Applications, etc.	IN TOWN – FREE      OUT OF TOWN \$15

**PUBLICATIONS**

Town Code Books	\$200.00
Zoning/Subdivision Ordinance only	\$75.00
Construction Standards Book	\$35
Town Code on CD	\$25.00
<b>Town Code Available on Internet at</b>	<b>No Cost</b> <a href="http://www.mountjackson.com">www.mountjackson.com</a>
Town Pins	\$3

**EMPLOYEE/EQUIPMENT COSTS**

Backhoe <b>OR TRACTOR</b>	\$85/HOUR
<b>GARDEN TRACTORS/MOWERS</b>	\$65/HOUR
Dump Truck	\$55/hour
Pickup Truck	\$45/hour
Compressor	\$35/hour
Compactor	\$35/hour
Loader	\$60/hour
Public Works Staff	\$50/hour/person (including benefits)
Police Officer	\$60/hour/person (including benefits)
Police Vehicle	\$45/hour
Parts	Cost plus 10% handling

**Section 5: Employee Service Award**

The following formula shall be used for determining annual employee service awards:

Holiday Bonuses - \$50 PLUS Service Award:

<u>Service Award:</u> 1-4 years service	\$50
5-9 years service	\$75
10-14 years service	\$100
15-19 years service	\$125
20-24 years service	\$150
25-29 years service	\$200
30-34 years service	\$250
35-39 years service	\$300

**Section 6: Effective Date** This Ordinance shall become effective July 1, 2016.

**INTRODUCED** at the regular meeting of the Mayor and Town Council on May 10, 2016.

**PUBLIC HEARING HELD:** June 14, 2016.

**ADOPTED:** July 1, 2016 at a Special Meeting of the Mayor and Town Council.

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Clerk

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Mayor