

**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 2024.**

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, 2023 and ending June 30, 2024; 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 May 9, 2023, 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, 2024, 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 2023-2024 fiscal year:

<u>GENERAL FUND</u>	<u>Proposed Budget</u>
Total Revenues	\$3,226,350
Total Expenditures	\$3,226,350
<u>ENTERPRISE FUND</u>	<u>Proposed Budget</u>
<u>WATER/SEWER/SANITATION</u>	
Total Revenues	\$3,120,500
Total Expenditures	\$3,120,500
<u>CAPITAL PROJECTS FUND</u>	<u>Proposed Budget</u>
Total Revenues	\$2,247,600
Total Expenditures	\$2,247,600

<u>EQUIPMENT REPLACEMENT FUND</u>	<u>Proposed Budget</u>
Total Revenues	\$152,300
Total Expenditures	\$152,300

SECTION 2: IMPLEMENTATION AND REFERENCES:

For the Fiscal Year 2024 the “Town of Mount Jackson Proposed Budget Fiscal Year 2024” line item detail document, including the Equipment Acquisition 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.

SECTION 3: Fees and Rates

For Fiscal Year 2024 the following payments, rates, charges, and fees to be charged are hereby established:

Real Property Tax \$.12 per \$100 assessed value on January 1, 2023

Personal Property Tax \$.80 per \$100 assessed value on January 1, 2023

PPTRA Eligible vehicles are afforded specific relief in accordance with State Code, which is forfeited by taxpayer for vehicles whose tax is not fully paid by the original due date.

LATE FILING FEE \$10

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

<u>Vehicle License Tax</u>	Automobile/Truck	\$25
	Motorcycle	\$15
	Trailer	\$10
	LATE CHARGE	\$1

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

DMV Stop placement and removal fee - \$50

Water/Sewer User Charges FOR BILLS DUE ON OR AFTER JULY 1, 2023

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	\$7.79
Monthly Sewer Rent per 1000 gallons- In Town	\$13.69
Monthly Water Rent per 1000 gallons Out of Town	\$11.67
Monthly Sewer Rent per 1000 gallons Out of Town	\$20.55
Late Fees 10% after 15 th of the month	
Cut-off notice charge	\$3
If not paid by the 25 th disconnection of water service:	
Reconnection Charge	\$ 25
Purchase of Watering Meter	\$ 40
New Account Deposit IN-TOWN	\$250*
New Account Deposit OUT-OF-TOWN	\$375*
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 \$50 first 1000 gallons/\$30 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

Refuse Collection per Month - beginning July 1, 2023

Residential	\$14.66	Commercial	\$17.48
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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 <u>Meter Size</u>	In Town <u>Water Fee</u>	Out of Town* <u>Water Fee</u>	In Town <u>Sewer Fee</u>	Out of Town* <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

<u>Motel Tax</u>	5%
<u>Meals Tax</u>	5.5%

<u>Bad Check Charge</u>	\$50
<u>Returned check or automatic debit payment</u>	\$50

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	\$30
-Short-Term Rental Registration Permit	\$125 yr.
-Home Occupation	\$25
Variance Application	\$300
Re-Zoning Application	\$450**
Site Plan Review – Minor	\$250 **
Site Plan Review – Major (Preliminary & Final)	\$500 **
Special Use Permit Application	\$450
-Telecommunications /All Others	\$3,000/\$1,000
Subdivision Review – Minor (Single Lot Division & Boundary Line Adj.)	\$250
Subdivision Review – Family Subdivision	\$200
Subdivision Review – Major (3 or more lots)	\$500 plus \$100 per lot**
Preliminary Plat Review	\$250
Appeal of Zoning Administrator Decision	\$500

NEW FEE USES

Sign

B-1 Freestanding / Wall-Canopy-Projection-Painted	\$100 / \$50
B-2 /B-3 /I-1 /I-2 Freestanding / Wall-Canopy-Projection-Painted	\$200 / \$100

<u>Zoning Confirmation / Determination</u>	\$200 / \$500
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** 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	\$3,963/year
Town Council Members	\$2,345/year
Planning Commission/Chairperson Annual Salary	\$600/650 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	\$110
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.
For profit group pass up to 30 persons	\$250/yr.
For profit group pass 30-50 persons	\$450/yr
<u>Swimming Lessons</u>	
Group	\$45 per session/per child
Individual	\$75

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.	

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
Town Code Available on Internet at	No Cost www.mountjackson.com
Town Pins	\$3

EMPLOYEE/EQUIPMENT COSTS

Backhoe <u>OR TRACTOR</u>	\$85/HOUR
<u>GARDEN TRACTORS/MOWERS</u>	\$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	\$50/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, 2023

INTRODUCED at the regular meeting of the Mayor and Town Council on April 11, 2023.

PUBLIC HEARING HELD: May 9, 2023.

ADOPTED: At the regular meeting of the Mayor and Town Council on June 13, 2023.

Clerk

Mayor