



**RESOLUTION APPROVING THE AMELIA COUNTY AND AMELIA COUNTY
SCHOOL SYSTEM BUDGETS FOR FISCAL YEAR 2024-2025 AND APPROPRIATING
REVENUES FOR THE PURPOSES SET FORTH THEREIN**

Whereas, the Amelia County departments and agencies have presented their budget requests and recommendations for Fiscal Year 2024-2025, and the Amelia County School Board has presented its budget request for Fiscal Year 2024-2025; and

Whereas, a notice including a summary of the entire budget, including the County’s proposed share of the School Board’s budget, has been published in the Amelia Monitor on May 2, 2024, and May 9, 2024, as required by Va. Code §§ 15.2-2504 and 15.2-2506; and

Whereas, the County Administrator has also provided the Board of Supervisors with a Budget Summary, incorporated by reference in this resolution (Appendix A), that delineates the proposed revenues and expenditures in such budget in greater detail than is shown in the published notice; and

Whereas, the Board of Supervisors conducted a public hearing on both budgets on May 15, 2024, and seven days elapsed since that public hearing, as also required by Va. Code § 15.2-2506, prior to the meeting on May 23, 2024 at which the Board of Supervisors voted 5-0 to adopt the Fiscal Year 2024-2025 budget; and

Whereas, the County Administrator’s proposed budget contained several changes in the tax rates compared to Fiscal Year 2023-2024.

Now Therefore, Be It Resolved by the Board of Supervisors of Amelia County, Virginia:

- 1.** That the County Administrator’s requested budget and recommendations are approved subject to the following conditions:
 - a.** All amounts identified as Expenditures in the County Administrator’s Budget Summary (Appendix A) are appropriated for use during FY 2024-2025 for the purposes so identified.

- b.** Appropriations to the Amelia County School Division identified in Budget Summary (Appendix A) are made subject to the conditions stated in the school appropriation resolution set forth below.
- c.** Unless otherwise provided by law, all amounts appropriated for purposes listed in the County Administrator’s Budget Summary (Appendix A) that have not been expended as of June 30, 2025, shall revert to the unexpended balance of the County’s General Fund.
- d.** All amounts identified in the section of the County Administrator’s Budget Summary (Appendix A) listing the Capital Improvement Plan Budget are appropriated to a fund designated as the Amelia County Capital Improvement Fund for the projects or equipment purchases so identified.
- e.** Such capital appropriations shall be continuing, and unexpended amounts in that budget shall not revert to the General Fund but amounts remaining upon completion of any approved project or purchase may be shifted to any other approved project or purchase in such Capital Improvement Fund.
- f.** Amounts reflected in the published budget summary and delineated in the County Administrator’s Budget Summary (Appendix A) for debt service are appropriated for that purpose, and the County Treasurer is authorized and directed to transfer funds for such payments in accordance with the terms of applicable bond indentures or other financing agreements.
- g.** The budget of the Amelia Court House Sanitary District is approved, and the amounts delineated in the County Administrator’s Budget Summary (Appendix A) are appropriated for operations and debt service for the water and sewer systems in the Sanitary District.
- h.** The schedule of rates and fees for water and sewer connections and services shall be increased specifically for sewer related base fees and usage rates for FY2024-2025. Sewer rate and fee increases are accounted for in the proposed budget and were advertised for consideration by ordinance on June 18, 2024. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- i.** The tax rate on real property for the 2024 tax year shall be \$0.46 per \$100 of assessed valuation, which represents a \$0.08 increase from current year rates.
- j.** Personal property tax rates for the 2024 tax year shall be \$4.35 per \$100 of assessed valuation, which represents a \$0.20 increase from current year rates.

- k.** The tax rate on machinery and tools for the 2024 tax year shall be \$1.50 per \$100 of assessed valuation, which represents a \$0.50 increase from current year rates.
- l.** The enactment a food and beverage tax per Va. Code § 58.1-3833 of six percent (6%) on the amount paid for eligible items. Food and beverage tax revenue is accounted for in the proposed budget and was advertised for consideration by ordinance on June 18, 2024.
- m.** Business, Professional, and Occupational License (BPOL) tax rates shall be increased for FY2024-2025 as advertised for consideration by ordinance on June 18, 2024 with the amendment that Contractors and persons constructing for their own account for sale be charged \$0.10 per \$100 of gross receipts instead of \$0.11 per \$100 of gross receipts. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- n.** Vehicle License tax rates shall be increased for FY2024-2025 as advertised for consideration by ordinance on June 18, 2024 with the amendment that a member of the armed services only pay \$10 per annum. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- o.** Land Use Application related fees and charges shall be increased for FY2024-2025 as advertised for consideration by ordinance on June 18, 2024. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- p.** Bad check and collection related fees and charges shall be increased for FY2024-2025 as advertised for consideration by ordinance on June 18, 2024. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- q.** Dog license and dog impoundment related fees and charges shall be increased for FY2024-2025 as advertised for consideration by ordinance on June 18, 2024 with the amendment that a fee of \$10 still be charged per day of confinement. Such fees and charges are shown on the County Fee Schedule (Appendix B).
- r.** The County Administrator may increase revenue and expenditure appropriations for the following items of non-budgeted revenue that may occur during the fiscal year:

 - i. Refunds or reimbursements made to the County for which the County has expended funds directly related to that refund or reimbursement.
 - ii. Additionally, unbudgeted grants received during the fiscal year for which there are sufficient revenues to defray expenditures.
 - iii. Funds received by the County from asset forfeitures for operating expenditures directly related to drug enforcement.

- s. Amounts shown as revenues in the County Administrator’s one-page Budget Summary (Appendix A) are estimates based upon the best information available at this time. If the County Administrator determines that total actual revenues received may be less than the total of budgeted expenditures, he shall take appropriate action to reduce expenditures to the amount available and shall report such action to the Board of Supervisors, which may then take further actions to adjust expenditures and/or revenues.
2. The School Board’s proposed budget is approved with the following conditions:
- a. As provided by Va. Code Section 22.1-100 all unexpended amounts in the School Division Operating Budget derived from the Commonwealth, which is referred to as ‘Fund 1’ by the School Division, shall revert to the fund of the Commonwealth from which derived unless the State Board of Education directs otherwise. All sums derived from County funds unexpended in any year shall revert to the County’s General Fund at the close of the fiscal year, unless the Board of Supervisors directs otherwise.
 - b. Subject to the following conditions on appropriations, the School Board budget is approved based on estimated total revenues of \$24,950,159, from County, State, Federal and other sources.

Local – School Operating Fund	\$ <u>7,041,778</u>
Local – School Textbook Fund	\$ <u>91,174</u>
Total Local funds	\$ <u>7,132,952</u>

In no event shall County general fund expenditures for school purposes exceed such amount.

State & Federal School Operating Fund	\$ <u>16,555,255</u>
State & Federal School Textbook Fund	\$ <u>151,438</u>
Federal & State School Cafeteria Fund	\$ <u>1,110,514</u>
Total State & Federal funds	\$ <u>17,817,207</u>

State revenue estimates are based on the state budget as passed by the General Assembly and signed by the Governor. The budget includes an anticipated Average Daily Membership (ADM) for Amelia Public Schools of 1500. The Board of Supervisors hereby appropriates the amount of state revenues actually received during such fiscal year for School Board purposes. If Amelia’s ADM is below the anticipated number, it shall be the responsibility of the School Board to direct the Superintendent in reducing expenditures accordingly.

Appropriation of such Federal funds is limited to the amounts approved by the responsible Federal agencies, applied for in a timely manner by the School Board, and actually received in the 2024-2025 fiscal year.

Total Estimated School Board Revenues \$ 24,950,159

Adopted: June 18, 2024

David M. Felts, Chairman
Board of Supervisors
Amelia County, Virginia

ATTEST:

A. Taylor Harvie III, Clerk of the Board



County of Amelia Virginia
Budget Summary
 Adopted: 5/23/2024
 Fiscal Year July 1, 2024 to June 30, 2025

Revenue Summary			
	FY2024	FY2025	Difference
Local Revenue			
General property taxes.....	\$ 14,397,944.00	\$ 14,285,932.00	\$ (112,012.00)
Other local taxes.....	\$ 2,855,008.00	\$ 3,584,418.00	\$ 729,410.00
Permits, fees, licenses.....	\$ 266,331.00	\$ 321,751.00	\$ 55,420.00
Fines & forfeitures.....	\$ 129,715.00	\$ 73,500.00	\$ (56,215.00)
Use of money & prop.....	\$ 138,000.00	\$ 110,000.00	\$ (28,000.00)
Charges for services.....	\$ 2,713,051.00	\$ 2,651,200.00	\$ (61,851.00)
Miscellaneous revenue.....	\$ 758,232.00	\$ 733,883.00	\$ (24,349.00)
Recovered cost.....	\$ 346,488.00	\$ 392,566.00	\$ 46,078.00
Total Local Revenue	\$ 21,604,769.00	\$ 22,153,250.00	\$ 548,481.00
Revenue From the Commonwealth of Virginia			
Non-Categorical Aid.....	\$ 1,393,013.00	\$ 1,308,522.00	\$ (84,491.00)
Shared Expenses.....	\$ 1,894,616.00	\$ 1,961,073.00	\$ 66,457.00
Social Services.....	\$ 475,563.00	\$ 473,477.00	\$ (2,086.00)
Other Categorical Aid.....	\$ 1,000,040.00	\$ 818,700.00	\$ (181,340.00)
Total Revenue from the Commonwealth	\$ 4,763,232.00	\$ 4,561,772.00	\$ (201,460.00)
Revenue From the Federal Government			
Categorical Aid.....	\$ 774,007.00	\$ 829,015.00	\$ 55,008.00
	\$ 774,007.00	\$ 829,015.00	\$ 55,008.00
Other Revenue			
Courthouse Security Fund.....	\$ 24,000.00	\$ 24,000.00	\$ -
Proffers Fund.....	\$ -	\$ 50,000.00	\$ 50,000.00
Economic Development Authority Fund.....	\$ 132,000.00	\$ 132,000.00	\$ -
School Funds.....	\$ 18,056,584.00	\$ 17,817,207.00	\$ (239,377.00)
Use of General Fund Balance.....	\$ -	\$ -	\$ -
Use of Capital Improvement Fund Balance.....	\$ 9,646,634.00	\$ 2,751,981.00	\$ (6,894,653.00)
Special Revenue Fund Balance.....	\$ 467,750.00	\$ -	\$ (467,750.00)
	\$ 28,326,968.00	\$ 20,775,188.00	\$ (7,551,780.00)
Sanitary District			
Charges for Services.....	\$ 544,200.00	\$ 636,500.00	\$ 92,300.00
Transfer in from General Fund.....	\$ 450,234.00	\$ 432,173.00	\$ (18,061.00)
	\$ 994,434.00	\$ 1,068,673.00	\$ 74,239.00
Total Fiscal Year Revenues	\$ 56,463,410.00	\$ 49,387,898.00	\$ (7,075,512.00)

Expenditure Summary			
Department	FY2024	FY2025	Difference
Board of Supervisors.....	\$ 105,534.00	\$ 105,534.00	\$ -
County Administration.....	\$ 260,710.00	\$ 273,609.00	\$ 12,899.00
Human Resources.....	\$ 103,320.00	\$ 108,549.00	\$ 5,229.00
DMV Services.....	\$ 114,868.00	\$ 128,859.00	\$ 13,991.00
Legal Services.....	\$ 97,526.00	\$ 97,526.00	\$ -
Independent Auditor.....	\$ 61,500.00	\$ 75,000.00	\$ 13,500.00
Commissioner of the Revenue.....	\$ 317,155.00	\$ 329,718.00	\$ 12,563.00
Equalization Board.....	\$ 995.00	\$ 995.00	\$ -
Treasurer.....	\$ 402,175.00	\$ 418,790.00	\$ 16,615.00
Finance.....	\$ 199,522.00	\$ 254,674.00	\$ 55,152.00
Information Technology.....	\$ 110,650.00	\$ 115,577.00	\$ 4,927.00
Children's Services Act.....	\$ 485,000.00	\$ 485,000.00	\$ -
Electoral Board.....	\$ 54,275.00	\$ 64,868.00	\$ 10,593.00
Registrar.....	\$ 178,902.00	\$ 189,544.00	\$ 10,642.00
Circuit Court.....	\$ 10,000.00	\$ 10,000.00	\$ -
General District Court.....	\$ 20,060.00	\$ 20,060.00	\$ -
Special Magistrates.....	\$ 200.00	\$ 800.00	\$ 600.00
Clerk of the Circuit Court.....	\$ 454,216.00	\$ 403,494.00	\$ (50,722.00)
Law Library.....	\$ 4,378.00	\$ 4,379.00	\$ 1.00
Victim Witness.....	\$ 78,061.00	\$ 81,254.00	\$ 3,193.00
Commonwealth's Attorney.....	\$ 395,661.00	\$ 423,251.00	\$ 27,590.00
Sheriff.....	\$ 4,125,359.00	\$ 4,107,325.00	\$ (18,034.00)
Volunteer Fire Department.....	\$ 272,321.00	\$ 272,321.00	\$ -
Ambulance/Rescue Services.....	\$ 128,660.00	\$ 80,969.00	\$ (47,691.00)
Amelia County Fire & EMS.....	\$ 1,053,950.00	\$ 1,716,862.00	\$ 662,912.00
CO/City Operated Institutions.....	\$ 1,076,141.00	\$ 1,076,041.00	\$ (100.00)
Court Services Unit.....	\$ 19,774.00	\$ 19,774.00	\$ -
Building Inspections.....	\$ 176,523.00	\$ 192,350.00	\$ 15,827.00
Animal Control.....	\$ 214,054.00	\$ 218,054.00	\$ 4,000.00
Medical Examiner.....	\$ 200.00	\$ 200.00	\$ -
Emergency Management.....	\$ 258,974.00	\$ 284,476.00	\$ 25,502.00
Street Lights.....	\$ 6,000.00	\$ 6,000.00	\$ -
Environmental Services.....	\$ 184,781.00	\$ 200,967.00	\$ 16,186.00
General Properties.....	\$ 1,126,086.00	\$ 1,144,127.00	\$ 18,041.00
Local Health Department.....	\$ 154,852.00	\$ 154,852.00	\$ -
Mental Health.....	\$ 29,965.00	\$ 29,965.00	\$ -
Area Agency on Aging.....	\$ 14,643.00	\$ 14,643.00	\$ -
Social Services Board.....	\$ 1,618.00	\$ -	\$ (1,618.00)
Regional Org Contributions.....	\$ 58,712.00	\$ 58,712.00	\$ -
Community Colleges.....	\$ 1,150.00	\$ 1,134.00	\$ (16.00)
Parks and Recreation.....	\$ 444,275.00	\$ 470,754.00	\$ 26,479.00
Recreation Programs.....	\$ 148,360.00	\$ 152,900.00	\$ 4,540.00
Library Administration.....	\$ 502,583.00	\$ 502,583.00	\$ -
Planning.....	\$ 217,210.00	\$ 216,528.00	\$ (682.00)
Board of Zoning Appeals.....	\$ 100.00	\$ 100.00	\$ -
Economic Development.....	\$ 26,250.00	\$ 26,250.00	\$ -
Soil/Water Conservation.....	\$ 12,900.00	\$ 12,900.00	\$ -
Extension Service.....	\$ 88,210.00	\$ 94,864.00	\$ 6,654.00
Operating Capital Outlay.....	\$ 1,231,090.00	\$ 123,000.00	\$ (1,108,090.00)
Total Departmental Expenditures	\$ 15,029,449.00	\$ 14,770,132.00	\$ (259,317.00)
Non-Departmental Expenditure Summary			
Debt Service.....	\$ 488,986.00	\$ 468,386.00	\$ (20,600.00)
Miscellaneous (Nondepartmental).....	\$ -	\$ -	\$ -
Transfer to Sanitary District.....	\$ 450,234.00	\$ 432,173.00	\$ (18,061.00)
Total Non-Departmental Expenditure Summary	\$ 939,220.00	\$ 900,559.00	\$ (38,661.00)
Department of Social Services	\$ 2,272,614.00	\$ 2,367,383.00	\$ 94,769.00
Capital Improvement Plan	\$ 12,156,634.00	\$ 5,251,981.00	\$ (6,904,653.00)
School Division			
School Operations (Local Contribution).....	\$ 6,968,297.00	\$ 7,041,778.00	\$ 73,481.00
School Operations.....	\$ 16,850,596.00	\$ 16,555,255.00	\$ (295,341.00)
School Textbook (Local Contribution).....	\$ 75,660.00	\$ 91,174.00	\$ 15,514.00
School Textbook.....	\$ 131,514.00	\$ 151,438.00	\$ 19,924.00
School Cafeteria.....	\$ 1,108,714.00	\$ 1,110,514.00	\$ 1,800.00
Total School Division	\$ 25,134,781.00	\$ 24,950,159.00	\$ (184,622.00)
Sanitary District	\$ 994,431.00	\$ 1,068,673.00	\$ 74,242.00
Total Fiscal Year Expenditures	\$ 56,527,129.00	\$ 48,876,714.00	\$ (7,218,242.00)

Tax Rates Per \$100 Valuation		
Source	FY2024	FY2025
Real Estate.....	\$0.38	\$0.46
Mobile Homes.....	\$0.38	\$0.46
Personal Property.....	\$4.15	\$4.35
Machinery & Tools.....	\$1.00	\$1.50
Fire & Rescue.....	\$0.50	\$0.50
Public Services - RE.....	\$0.38	\$0.46
Public Services - PP.....	\$4.15	\$4.35

Capital Improvement Plan

The County of Amelia's FY25-FY29 Capital Improvement Plan included \$4,961,862 of project requests for FY25. However, the FY25 budget includes \$0 for new projects. \$5,251,981 of funding is included in the FY25 budget for projects appropriated in prior fiscal years.

Five-Year Capital Improvement Program Summary	
FY2025.....	\$ 4,961,862.00
FY2026.....	\$ 5,806,366.00
FY2027.....	\$ 16,979,641.00
FY2028.....	\$ 5,550,870.00
FY2029.....	\$ 45,099,000.00
Total	\$ 78,397,739.00

FY2025 Capital Improvement Program Budget	
County Radio System Upgrade.....	\$ 4,832,256.00
Groundwater Monitoring Sytem.....	\$ 112,725.00
WWTP Upgrade.....	\$ 307,000.00

Total	\$ 5,251,981.00
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Summary of Debt Payments		
Fund	FY2024	FY2025
General Debt Service.....	\$ 488,986.00	\$ 468,386.00
Water Debt Service.....	\$ 130,187.00	\$ 177,392.44
Sewer Debt Service.....	\$ -	\$ -
Total	\$ 619,173.00	\$ 645,778.44

Includes Rate and Fee Increases Per FY2025 Fee Schedule

	FY2024	FY2025
Water Operations.....	\$ 280,700.00	\$ 311,000.00
Sewer Operations.....	\$ 233,500.00	\$ 295,500.00
Debt Payments.....	\$ 130,187.00	\$ 177,392.44
Total	\$ 644,387.00	\$ 783,892.44

Budget Adoption

A public hearing was held on May 15, 2024 and on May 23, 2024 the Board of Supervisors, on a 5-0 vote, adopted the advertised budget with some minor amendments to the County Departmental Expenditures that were submitted in a detailed expenditure breakdown to the Board of Supervisors on May 20, 2024.

Notes

This Budget includes the enactment of a Meals Tax at 6% of Gross Receipts. It is scheduled to take affect beginning January 1, 2025.

Fee Schedule

**Proposed:
Effective: July 1, 2024**

Department	Set by Local or State	Fee Description	FY25 Fee
Animal Control	Local	Boarding	Dog Boarding = \$15/day. Cat Boarding = \$10/day.
Animal Control	Local	Impound	\$10 per day plus \$25/pickup for first offense, \$50/pickup for second offense, \$75/pickup for third offense, \$100/pickup for fourth offense or more
Animal Control	Local	Quarantine	\$100/day
Animal Control	Local	Adoption	\$20/animal
Animal Control	Local	No Rabies	\$25.00
Animal Control	Local	Surrender/Pick Up	\$25.00
Animal Control	Local	No Tag	\$25.00
Building Inspections	Local	Residential - new construction - single family dwelling	\$190 base fee plus \$0.30/sq. ft.
Building Inspections	Local	Residential - new construction - garages, additions, carports	\$95 base fee plus \$0.20/sq. ft.
Building Inspections	Local	Residential - new construction - porches, sheds	\$85 base fee plus \$0.20/sq. ft.
Building Inspections	Local	Residential - new construction - decks	\$65 base fee plus \$0.15/sq. ft.
Building Inspections	Local	Residential - renovations - structural	\$95 base fee plus \$0.20/sq. ft.
Building Inspections	Local	Residential - renovations - non-structural	\$95 base fee plus cost of trade permits
Building Inspections	Local	Residential - handicap ramp for existing single family dwellings	Exempt from permit fee
Building Inspections	Local	Residential trade permit - plumbing	\$95.00
Building Inspections	Local	Residential trade permit - electric	\$95.00
Building Inspections	Local	Residential trade permit - HVAC	\$95.00
Building Inspections	Local	Residential trade permit - gas	\$95.00
Building Inspections	Local	Industrial Buildings - Modulares / Manufactured homes - doublewide and singlewide	\$0.25/sq.ft. including porches and decks. \$190.00 minimum.
Building Inspections	Local	Demolition	\$65.00
Building Inspections	Local	Relocate structure	\$190 plus trade permits
Building Inspections	Local	Swimming pool - in-ground	\$190.00
Building Inspections	Local	Swimming pool - above-ground	\$95.00

Department	Set by Local or State	Fee Description	FY25 Fee
Building Inspections	Local	Residential - solar	\$95.00
Building Inspections	Local	Commercial - new construction and renovation - structural - under 1,000 sq. ft.	\$250 base fee plus \$0.50/sq. ft.
Building Inspections	Local	Commercial - new construction and renovation - structural - over 1,000 sq. ft.	\$250 base fee plus \$0.75/sq. ft.
Building Inspections	Local	Commercial - renovation - non-structural	\$250 base fee plus cost of trade permits
Building Inspections	Local	Commercial trade permit - plumbing	\$190.00
Building Inspections	Local	Commercial trade permit - electric	\$190.00
Building Inspections	Local	Commercial trade permit - HVAC	\$190.00
Building Inspections	Local	Commercial trade permit - gas	\$190.00
Building Inspections	Local	Commercial accessory structure, stairs, ramp, decks	\$250 base fee plus \$0.30/sq. ft.
Building Inspections	Local	Commercial Solar	\$190 + Electric Trade
Building Inspections	Local	Reinspection fee	\$40.00
Building Inspections	Local	Solar Farm	\$250 base + \$.09/sf of module area
Building Inspections	Local	Certificate of occupancy on existing buildings	\$65.00
Building Inspections	Local	Reinstate permit that has been voided or inactive 12 months or less	\$65.00
Building Inspections	Local	Amusement Device Inspection Fee	per VDAR (VA Amusement Device Regulations)
Building Inspections	Local	After hours inspection fee	\$375.00
Building Inspections	Local	Amendment to Permit	\$65.00
Building Inspections	Local	Tents - Commercial	\$250.00
Building Inspections	Local	Tents - Residential	\$35 each
Building Inspections	State	State Fee Levy	2% levy on all building permit fees
Commissioner of Revenue	Local	Land use application/re-application	\$25 every 6 years
Commissioner of Revenue	Local	Land use application per acre	\$0.125 per acre
Commissioner of Revenue	Local	Land use application late fee	\$25
Commissioner of Revenue	Local	License tax - most motor vehicles	\$30/yr
Commissioner of Revenue	Local	License tax - motor home, trailer, or semi-trailer used as living quarters for human beings	\$30/yr
Commissioner of Revenue	Local	License tax - any bus: school, church, public, or private	\$30/yr

Department	Set by Local or State	Fee Description	FY25 Fee
Commissioner of Revenue	Local	License tax - motorcycles, motor-scooters, and other motor vehicles of similar designs	\$20/yr
Commissioner of Revenue	Local	License tax - passenger vehicle, pickup, or panel truck of a member of the Armed Services	\$10/yr
Commissioner of Revenue	Local	License tax - trailers and semi-trailers weighing over 1,500 pounds	\$25/yr
Commissioner of Revenue	Local	License tax - trailers and semi-trailers weighing 1,500 pounds or less	\$15/yr
Commissioner of Revenue	Local	License tax - one or two wheel trailer of a cradle, flatbed, or open pickup type which has a body width not greater than the width of the motor vehicle to which it is to be attached at any time of operation, and which is pulled or towed by a passenger	\$15/yr
Commissioner of Revenue	Local	License tax - trailers designed exclusively to transport boats	\$15/yr
Commissioner of Revenue	Local	License tax - any motor vehicle, trailer, or semi-trailer upon which well drilling machinery is attached and is permanently used for transporting such machinery	\$30/yr
Commissioner of Revenue	Local	License tax - specialized mobile equipment, which is a self-propelled motor vehicle manufactured for a specific purpose, other than for the transportation of passengers or property, which will be used on a job site. Its movement on a highway is	\$30/yr
Commissioner of Revenue	Local	License tax - farm motor vehicle required to be licensed to operate on the public roads and highways of the State of Virginia, whose gross weight is over 7,500 pounds, whose use is exclusively for farm use and which have specially issued license	\$30/yr
Commissioner of Revenue	Local	Business and Professional Occupation License - contractors and persons constructing for their own account for sale with annual gross receipts in excess of \$2,500	\$0.10 per \$100 of gross receipts or an annual license fee of \$30, whichever is greater
Commissioner of Revenue	Local	Business and Professional Occupation License - retailers with annual gross receipts in excess of \$2,500	\$0.13 per \$100 of gross receipts or an annual license fee of \$30, whichever is greater
Commissioner of Revenue	Local	Business and Professional Occupation License - financial, real estate, and professional services with annual gross receipts in excess of \$2,500	\$0.31 per \$100 of gross receipts or an annual license fee of \$30, whichever is greater
Commissioner of Revenue	Local	Business and Professional Occupation License - repair, personal, and business services and all other businesses and occupations not specifically listed or exempted in this ordinance or otherwise by law with annual gross receipts in excess of	\$0.23 per \$100 of gross receipts or an annual license fee of \$30, whichever is greater+D80
Commissioner of Revenue	Local	Business and Professional Occupation License - wholesalers with annual gross receipts in excess of \$2,500	\$.03 per \$100 of purchases in the preceding year
Commissioner of Revenue	Local	Business and Professional Occupation License - speedways operating at a permanent location with annual gross receipts in excess of \$2,500	\$.09 per \$100 of gross receipts, not to exceed \$1,000 per year; and for carnivals, circuses, and similar temporary public entertainment events, \$1,000 for each performance held in the County
Commissioner of Revenue	Local	Business and Professional Occupation License - fortune tellers, clairvoyants, and practitioners of palmistry with annual gross receipts in excess of \$2,500	\$.09 per \$100 of gross receipts, not to exceed \$1,000 per year
Commissioner of Revenue	Local	Business and Professional Occupation License - massage parlors with annual gross receipts in excess of \$2,500	\$.09 per \$100 of gross receipts, not to exceed \$1,000 per year
Commissioner of Revenue	Local	Business and Professional Occupation License - itinerant merchants or peddlers with annual gross receipts in excess of \$2,500	\$.05 per \$100 of gross receipts, not to exceed \$500 per year
Commissioner of Revenue	Local	Business and Professional Occupation License - photographers who have no place of business in Virginia with annual gross receipts in excess of \$2,500	\$.09 per \$100 of gross receipts, not to exceed \$300 per year
Commissioner of Revenue	Local	Business and Professional Occupation License - direct sellers as defined in Section 58.1-3719.1 of the Code of Virginia with total annual sales in excess of \$4,000	\$.10 per \$100 of retail sales or \$.025 per \$100 of wholesale purchases in the preceding year, whichever is applicable, or an annual license fee of \$30, whichever is greater
Environmental Services	Local	Erosion and sediment control fees	\$750 base fee plus \$100/acre, rounded up to nearest acre
Environmental Services	State & Local	Areas within common plans of development or sale with land disturbance acreage less than 1 acre, or land disturbance acreage equal to or greater than 1 acre and less than 5 acres for a single family detached residential structure. The State	\$290.00
Environmental Services	State & Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 1 acre and less than 5 Acres. The State portion of the total fee will be paid to the Department of Environmental Quality (DEQ) by the	\$2,700.00
Environmental Services	State & Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 5 acres and less than 10 acres. The State portion of the total fee will be paid to the Department of Environmental Quality (DEQ) by the	\$3,400.00
Environmental Services	State & Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 10 acres and less than 50 acres. The State portion of the total fee will be paid to the Department of Environmental Quality (DEQ) by	\$4,500.00
Environmental Services	State & Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 50 acres and less than 100 acres. The State portion of the total fee will be paid to the Department of Environmental Quality (DEQ) by	\$6,100.00

Department	Set by Local or State	Fee Description	FY25 Fee
Environmental Services	State & Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres. The State portion of the total fee will be paid to the Department of Environmental Quality (DEQ) by the County	\$9,600.00
Environmental Services	Local	Areas within common plans of development or sale with land disturbance acreage less than 1 acre	\$20.00
Environmental Services	Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 1 and less than 5 acres	\$200.00
Environmental Services	Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 5 acres and less than 10 acres	\$250.00
Environmental Services	Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 10 acres and less than 50 acres	\$300.00
Environmental Services	Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 50 acres and less than 100 acres	\$450.00
Environmental Services	Local	Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres	\$700.00
Library	Local	Earbuds	\$1.25 per pair
Library	Local	Faxes	Cover page free. First page \$2.00. Additional pages in the same fax \$1.00 per page.
Library	Local	Replacement of audiobook	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of computer games	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of DVD - 1 or 2 discs in case	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of DVD - 3 or more discs in case	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of hardback book	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of magazine	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of manga	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of mass market paperback	Actual Cost of Item plus a \$2.00 fee
Library	Local	Replacement of trade paperback	Actual Cost of Item plus a \$2.00 fee
Library	Local	Lamination - card size	\$1.00
Library	Local	Lamination - letter size	\$2.00
Library	Local	Lamination - 2 ft x 2 ft section	\$5.00
Library	Local	Library card replacement	\$1.00
Library	Local	Non-resident annual library account	\$25.00
Library	Local	Passport application acceptance	\$35.00
Library	Local	Printouts/Copies - Letter B&W	\$0.25
Library	Local	Printouts/Copies - Letter Color	\$0.35

Department	Set by Local or State	Fee Description	FY25 Fee
Library	Local	Printouts/Copies - Legal B&W	\$0.35
Library	Local	Printouts/Copies - Legal Color	\$0.50
Library	Local	Printouts/Copies - Ledger B&W	\$0.50
Library	Local	Printouts/Copies - Ledger Color	\$0.75
Parks and Recreation	Local	Admission - Adult - Basketball - Men - Fall	\$1 per player per game. Age 8 and under are free.
Parks and Recreation	Local	Admission - Adult - Basketball - Men - Winter	\$2 per player per game. Age 8 and under are free.
Parks and Recreation	Local	Admission - Youth - Football - Fall	\$5 per attendee per game. Age 8 and under are free.
Parks and Recreation	Local	Admission - Youth - Basketball - Winter	\$3 per attendee per game. Age 8 and under are free.
Parks and Recreation	Local	Athletic Programs - Adult - Basketball - Men - Fall	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Basketball - Men - Winter	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Softball - Church League - Spring	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Softball - Co-Ed - Summer	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Softball - Men - Summer	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Softball - Women - Summer	\$500 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Volleyball - Women - Fall	\$550 per participating team
Parks and Recreation	Local	Athletic Programs - Adult - Volleyball - Women - Winter	\$550 per participating team
Parks and Recreation	Local	Athletic Programs - Youth - Baseball - Camp	\$40 per player
Parks and Recreation	Local	Athletic Programs - Youth - Basketball League - Co-Ed - Spring	\$50 per player
Parks and Recreation	Local	Athletic Programs - Youth - Basketball Camp - Co-Ed - Two camps	\$50 per player per camp
Parks and Recreation	Local	Athletic Programs - Youth - Basketball League - Co-Ed - Winter	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Basketball Camp - Girls	\$40 per player
Parks and Recreation	Local	Athletic Programs - Youth - Cheerleading - Camp	\$25 per player
Parks and Recreation	Local	Athletic Programs - Youth - Cheerleading (Basketball) - Winter	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Cheerleading (Football) - Fall	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Football - Camp	\$25 per player
Parks and Recreation	Local	Athletic Programs - Youth - Football - Fall	\$95 per player

Department	Set by Local or State	Fee Description	FY25 Fee
Parks and Recreation	Local	Athletic Programs - Youth - Soccer (Indoor) - Winter	\$35 per player
Parks and Recreation	Local	Athletic Programs - Youth - Soccer (Outdoor) - Fall	\$90 per player
Parks and Recreation	Local	Athletic Programs - Youth - Soccer (Outdoor) - Spring	\$90 per player
Parks and Recreation	Local	Athletic Programs - Youth - Softball - Camp	\$40 per player
Parks and Recreation	Local	Athletic Programs - Youth - Softball - Fall	\$70 per player
Parks and Recreation	Local	Athletic Programs - Youth - Softball - Spring	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Tennis - Camp	\$40 per player
Parks and Recreation	Local	Athletic Programs - Youth - Volleyball - Two camps	\$40 per player per camp
Parks and Recreation	Local	Athletic Programs - Youth - Volleyball - Winter	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Volleyball - Summer	\$50 per player
Parks and Recreation	Local	Athletic Programs - Youth - Wrestling - Winter	\$95 per player
Parks and Recreation	Local	Athletic Programs - Youth - Wrestling - Summer	\$50 per player
Parks and Recreation	Local	Athletic Programs - Youth/Adult - Pickleball - Camp	\$10 per player
Parks and Recreation	Local	Athletic Programs - Youth/Adult - Pickleball - Year-round	\$3 per player per day. Age 13 and under are free.
Parks and Recreation	Local	Athletic Programs - Youth/Adult - Pickleball - Use of Court (JPP) - Annual Membership	\$50 per player per year
Parks and Recreation	Local	Athletic Programs - Youth/Adult - Pickleball - Use of Court (JPP) - Daily Use	\$3 per player
Parks and Recreation	Local	Athletic Programs - Youth/Adult - Tennis - Use of Court (JPP) - Annual Membership	\$30 per player per year
Parks and Recreation	Local	Events - Community - Craft Show	\$30 vendor fee per spot
Parks and Recreation	Local	Events - Community - Yard Sale	\$30 per spot (optional \$10 table and 2 chair rental fee)
Parks and Recreation	Local	Exercise Programs - Adult - TNT Class	\$30 when conducted by certified trainer
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Reboot! Sportsbackers Exercise Class	Free
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Walking	Free - Gym open Mon - Fri 7am - 11am.
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Weight Room - Daily Use	\$5 per day. Ages 14+ only.
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Weight Room - Weekly Use	\$7 per week. Ages 14+ only.
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Weight Room - Monthly Use	\$20 per month. Ages 14+ only.
Parks and Recreation	Local	Exercise Programs - Youth/Adult - Weight Room - Year-Round Use	\$50 per year. Ages 14+ only.

Department	Set by Local or State	Fee Description	FY25 Fee
Parks and Recreation	Local	Facility Use - Community - Chair Rental	\$50 facility fee
Parks and Recreation	Local	Facility Use - Community - Table Rental	\$50 facility fee
Parks and Recreation	Local	Facility Use - Community - Full Day Rental of Entire War Memorial Building or Amelia County softball/baseball/soccer/football fields	\$350 per day plus \$75 deposit
Parks and Recreation	Local	Facility Use - Community - Partial Day Rental of the Gym (4 hours)	\$175 per 1/2 day plus \$75 deposit
Parks and Recreation	Local	Facility Use - Community - Non-profit Rentals (churches, schools, government entities, and head start activities)	\$50 per 1/2 day
Parks and Recreation	Local	Facility Use - Community - Partial Day Rental of the building (5 hours - 3 hours of use, 1 hour to setup, 1 hour to clean-up. Example: birthday and graduation party, baby/bridal shower, etc)	\$175 per 1/2 day plus \$75 deposit per day
Parks and Recreation	Local	Senior Citizen Program - Adult - Senior Citizen Activities	\$5 per person per activity
Parks and Recreation	Local	Senior Citizen Program - Adult - Weight Room age 55+	Free
Planning	Local	Zoning Permit for business license	\$25.00
Planning	Local	Zoning Text Amendment	\$500.00
Planning	Local	Rezoning request	\$500.00
Planning	Local	Appeal to Board of Zoning Appeals	\$300.00
Planning	Local	Special Exception permit	\$500.00
Planning	Local	Conditional rezoning request	\$500 base fee plus \$25 per acre
Planning	Local	Minor and major subdivisions	\$250 base fee plus \$25/lot
Planning	Local	Plat - family cut	\$25.00
Planning	Local	Plat - single cut	\$50.00
Planning	Local	Plat - boundary line adjustment	\$25.00
Planning	Local	Plat - resurvey	\$25.00
Planning	Local	Plat - easement	\$25.00
Planning	Local	Site plan - 1st submittal	\$300.00
Planning	Local	Site plan - resubmittal	\$25.00
Planning	Local	Sign permit	\$25.00
Public Works	Local	Use of County Park	\$25/day
Public Works	Local	Use of Courthouse Square	\$25/day
Public Works	Local	EDA Park Sign Advertising	\$50 initial setup then \$25/week or \$75/month

Department	Set by Local or State	Fee Description	FY25 Fee
Sheriff	Local	Copies of documentation or recordings	\$5 first 10 pages plus \$0.50/page over 10 pages. Searches over 30 minutes rounded up to the nearest quarter hour and billed at researcher's hourly rate.
Sheriff	Local	Copies of audio/visual recordings	Free for time spent under 30 mins. Greater than 30 mins rounded up to the nearest quarter hour and billed at researcher's hourly rate.
Sheriff	Local	Address marker signs	\$15 per sign
Treasurer	Local	Dog tag - Lifetime	\$50.00
Treasurer	Local	Dog tag - Annual	\$10.00
Treasurer	Local	Kennel tag - 21 - 50 dogs	\$50.00
Treasurer	Local	Bad Check Fee	\$50.00
Treasurer	Local	Collection Fee (charged on accounts sent to collection agency)	\$30.00
Treasurer	State	DMV Stop Fee	\$25.00
Utilities	Local	Service Application Fee	\$150. Should the County determine that any water and sewer drawing submitted require review and comment by outside professionals, the County shall charge a fee for the review in the amount of direct cost of the review plus 10% for administrative handling by County staff.
Utilities	Local	Copy charge - ordinances	\$10/copy
Utilities	Local	Copy charge - construction specifications and standards	\$15/copy
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 5/8 inch, 1 ERU per unit	\$3,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 3/4 inch, 1 ERU per unit	\$3,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 1 inch, 2 ERU per unit	\$6,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 1.5 inch, 5 ERU per unit	\$15,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 2 inch, 8 ERU per unit	\$24,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 3 inch, 16 ERU per unit	\$48,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 4 inch, 25 ERU per unit	\$75,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 6 inch, 50 ERU per unit	\$150,000.00
Utilities	Local	Facility Fee - Water - Class I - Residential Customers and Class II - all others: 8 inch, 80 ERU per unit	\$240,000.00
Utilities	Local	Facility Fee - Water - Fire sprinkler systems	50% of the facility fee
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 5/8 inch, 1 ERU per unit	\$4,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 3/4 inch, 1 ERU per unit	\$4,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 1 inch, 2 ERU per unit	\$8,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 1.5 inch, 5 ERU per unit	\$20,000.00

Department	Set by Local or State	Fee Description	FY25 Fee
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 2 inch, 8 ERU per unit	\$32,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 3 inch, 16 ERU per unit	\$64,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 4 inch, 25 ERU per unit	\$100,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 6 inch, 50 ERU per unit	\$200,000.00
Utilities	Local	Facility Fee - Sewer - Class I - Residential Customers and Class II - all others: 8 inch, 80 ERU per unit	\$320,000.00
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 5/8 inch, 1 ERU per unit	\$10/month for water, \$15/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 3/4 inch, 1.5 ERU per unit	\$15/month for water, \$22.50/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 1 inch, 2.5 ERU per unit	\$25/month for water, \$37.50/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 1.5 inch, 5 ERU per unit	\$50/month for water, \$75/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 2 inch, 8 ERU per unit	\$80/month for water, \$120/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 3 inch, 16 ERU per unit	\$160/month for water, \$240/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 4 inch, 25 ERU per unit	\$250/month for water, \$375/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 6 inch, 50 ERU per unit	\$500/month for water, \$750/month for sewer
Utilities	Local	Base charge - Class I - Residential customers and Class II - all others: 8 inch, 80 ERU per unit	\$800/month for water, \$1200/month for sewer
Utilities	Local	Usage - Class I - Residential customers and Class II - all others	\$0.005 per month per gallon for water, \$0.0075 per month per gallon. Sewer fees for facilities not connected to public water shall be assessed based on a water use rate of 5,000 gallons. In lieu of this rate, the owner may install, at their own expense, a meter approved by the Sanitary District to record the actual gallons pumped from a private source and discharged through their sewer connection.
Utilities	Local	Connection fees	Cost plus 100% to cover labor and equipment when County performs the service
Utilities	Local	Discharge permit fee - Discharge application processing fee	\$300.00
Utilities	Local	Discharge permit fee - Inspection, sampling, and surveillance fee	Cost plus 50%
Utilities	Local	Discharge permit fee - Filing appeals fee	\$300.00
Utilities	Local	Discharge permit fee - Accidental discharge procedure/construction review fee	\$300.00
Utilities	Local	Hauled wastewater from domestic sources (private septic tanks, porta-johns, etc)	\$0.10 per gallon of measured flow
Utilities	Local	Hauled wastewater from all other sources (industrial, other wastewater treatment facilities, etc)	Negotiated based on the material discharged (composition, chemical and physical characteristics, volume, and so forth)
Utilities	Local	Heavy waste fees - BOD5	$(\text{Total bill} \times 0.5) \times ((\text{BOD5mg}/1) / (250\text{mg}/1))$
Utilities	Local	Heavy waste fees - TSS	$(\text{Total bill} \times 0.1) \times ((\text{TSSmg}/1) / (250\text{mg}/1))$
Utilities	Local	Heavy waste fees - TKN	$(\text{Total bill} \times 0.5) \times ((\text{TKNmg}/1) / (25\text{mg}/1))$
Utilities	Local	Heavy waste fees - Oil and grease	$(\text{Total bill} \times 0.5) \times ((\text{Oil and Grease}) / (100\text{mg}/1))$

Department	Set by Local or State	Fee Description	FY25 Fee
Utilities	Local	Penalties	A 10% penalty charge shall be assessed on delinquent accounts as described in the Water and Sewer User Ordinance. Further penalty fees described in the Water and Sewer User Ordinance may also be assessed.