

**AN ORDINANCE APPROVING THE CITY OF COVINGTON
OPERATING BUDGET AND APPROPRIATING FUNDS FOR
EXPENDITURES CONTEMPLATED DURING THE FISCAL YEAR
BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, AND
REGULATING THE PAYMENT OF MONEY OUT OF THE CITY
TREASURY**

BE IT AND IT IS HEREBY ORDAINED by the City Council for the City of Covington, Virginia, to-wit:


- Section 1: Except as provided in Section 2 of this Ordinance, the City of Covington, Virginia, Proposed Annual Operating Budget, Fiscal Year 2023-2024, dated June 13, 2023, along with the associated Uniform Fee Schedule attached hereto as Exhibit A (hereinafter referred to as the “City Budget”), and submitted by the City Manager, as amended by the Covington City Council, is approved as the City Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024.
- Section 2: The City Budget shall be subject to transfers authorized by law and to such further amendments by ordinance, pursuant to Section 15.2-2507 of the Code of Virginia (1950, as amended), as City Council may deem appropriate.
- Section 3: The amount named in the City Budget, as amended, for City operations for the fiscal year beginning July 1, 2023, and ending June 30, 2024, in the following fund amounts are hereby appropriated from the revenues of the City for use by the various funds of the City Government referenced in said budget for the said fiscal year. Any appropriation to a specific fund but identified as a revenue source in another fund is specifically designated and restricted for accounting and transfer purposes only and not for any other expenditure from the source fund.

<u>Fund</u>	<u>2023-2024</u>
General Fund	21,795,640
Utility Fund	4,517,891
Solid Waste Fund	1,782,250
Schools (Contribution)	2,994,872

- Section 4: Except as may it be amended from time to time in accordance with applicable law by the City Council for the City of Covington, at the request of the Alleghany Highlands School Board (which was effective July 1, 2022), the City of Covington’s share of the Alleghany County School Board Operating and Capital Budget, Fiscal Year 2023-2024, is approved as the annual budget for educational purposes for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024.

- Section 5: The amounts appropriated by this Ordinance shall be expended for the purpose of operating the City government during the 2023-2024 Fiscal Year; and, except for the items the payment of which is fixed by law, shall be expended in such proportions as may be authorized by the City Manager from time to time.
- Section 6: Except as otherwise specifically required by law or approved by City Council by resolution, any salary or wage expenditure, and any expenditure of any kind or description having the effect of a salary or wage payment, shall be made only for a position, the description of which is identified in the City Pay and Compensation Plan or which has received prior approval of City Council. Any other expenditure shall be calculated to result in total expenditures within the plan stated in a specific City Budget account, except that transfers of unexpended and unencumbered balances or portions thereof, initiated by a department director and approved by the City Manager, are permitted between accounts; *provided*, however, that a quarterly report of such transfers shall be submitted to City Council.
- Section 7: The City Manager is authorized and directed to do all lawful things necessary to implement and administer the City Budget for Fiscal Year 2023-2024.
- Section 8: All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance, to the extent of such conflict, are repealed.
- Section 9: This Ordinance shall be in effect on and after July 1, 2023, and it shall not be published.

Adopted this 13th day of June, 2023.



Tom Sibold, Mayor
City of Covington, Virginia,
City Council

Attest:



Kyla Crosier, City Clerk

CITY OF COVINGTON
UNIFORM FEE SCHEDULE - EXHIBIT A FISCAL YEAR 2023-2024

	Fiscal Year 2023-2024 Fee
ANIMAL CONTROL	
Animal License:	
Spayed/Neutered Dog (male; each)	\$10.00
Spayed/Neutered Dog (female; each)	\$10.00
Unspayed/Neutered Dog (each)	\$10.00
Spayed/Neutered Cat (male; each)	\$10.00
Spayed/Neutered Cat (female; each)	\$10.00
Unspayed/Neutered Cat (each)	\$10.00
Dangerous Dog Registration Fee	\$50.00 plus other fees above
Duplicate-Replacement License Tag	\$1.00
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CEMETERY	
Adult Grave Spaces	\$600.00
Infant Grave Spaces	\$600.00
Grave Opening & Closing Weekday (Adult)	\$500.00
Holiday/Weekend (Adult)	\$625.00
Grave Opening & Closing Weekday (Infant)	\$300.00
Cremation Weekday	\$250.00
Cremation Holiday/Weekend	\$300.00
Foundation Cost	.35 cents per square foot on foundation
CLERK OF THE CIRCUIT COURT	
Sheriff's Service	\$12.00 per document
Transfer of Real Estate (per parcel)	\$1.00
Transfer/Entry Fee - Real Estate - Partition Deeds	\$1.75
City Grantee	.25 cents per \$100 of greater of consideration/value
City Wills and Administration	.33 cents per \$1000 of estate value
Law Library	\$4.00
Grantor Recording (per \$500 value)	.50 cents per \$500 of greater of consideration/value
Jail Admission Fee	\$25.00
Courthouse Security Fee	\$20.00 July 1, 2020
Blood Test/DNA	\$53 / \$15 local
Concealed Handgun Permits	\$15.00
List of Heirs or Affidavit	\$42.00 real estate affidavit / \$22.00 affidavit
COMMISSIONER OF THE REVENUE	
Rehabilitated Structure Application Fee	\$50.00-Residential & 100.00-Multifamily & Commercial
EMERGENCY MEDICAL SERVICES	
Basic Life Support (BLS)	\$500.00
Advanced Life Support (ALS1)	\$700.00
Advanced Life Support (ALS2)	\$750.00
Loaded Patient Mileage	\$12.00
Medical Records Request	No Fee
Copies	No Fee

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FIRE AND MOTOR VEHICLE ACCIDENT RESPONSE

Event Base Fees "Soft Billing"

Motor Vehicle Accident (MVA)	\$300.00
Motor Vehicle Accident (MVA) requiring extrication	\$400.00
Vehicle Fire	\$400.00
Business Fire	\$750.00
Residential Fire	\$600.00
Wild Land / Brush / Mulch Fire	\$250.00
Hazardous Materials Response (HAZMAT)	\$400.00

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* **Equipment Fees**

***\$250.00 Fee Maxium- Equipment Total ***

* Engine / Pumper Truck	\$250.00
* Tanker Truck	\$250.00
* Ladder Truck	\$250.00
* Brush Truck	\$250.00
* Utility / Support Vehicle	\$200.00
* Command Vehicle	\$200.00
* UTV (Utility All Terrain Vehicle)	\$250.00

Personnel & Supplies Fees

Fire Fighter's on Scene Active	No Charge
Foam	\$60.00 per Gallon
Oil Dry	\$10.00 per Bag

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GENERAL

Annual Operating Budget	No Fee
Capital Improvement Budget and Plan	No Fee
Comprehensive Annual Financial Report	No Fee
Copies	\$0.20 per page
FOIA Requests	Employee Hourly Rate for Work, postage if mailed, \$0.20 per page/copy
Printed Materials	\$0.20 per page
Request for Street Name Change	No Fee

GENERAL DISTRICT COURT

Fines & Forfeitures	Varies with Offense
Sheriff's Fees	\$12.00 per Service / \$25.00 Writ Execution
Court Appointed Attorney	\$120.00
Courthouse Security	\$20.00 July 1, 2020
Jail Admission Fee	\$25.00

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BUILDING PERMITS, INSPECTIONS, AND RELATED ACTIVITIES

Minimum Permit Fee	\$25.00
Permit Fee \$1,000.01 - \$50,000.00	\$25 for the 1st \$1,000 plus \$5.00 for each thousand or fraction thereof, to and including \$50,000
Permit Fee \$50,000.01 - \$100,000.00	\$270 for the 1st \$50,000 plus \$4.00 for each thousand or fraction thereof, to and including \$100,000
Permit Fee \$100,000.01 - \$500,000.00	\$470 for the 1st \$100,000 plus \$3.00 for each thousand or fraction thereof, to and including \$500,000
Permit Fee \$500,000.01 and Up	\$1,670 for the 1st \$500,000 plus \$2.00 for each thousand or fraction thereof.
Re-Inspection Fee	\$25.00
Permit Extension Fee (1st time)	No Fee per State Code
Permit Extension Fee (after 1st time)	No Fee per State Code
Technology Fee	N/A
Work without Permit	Fees Doubled
Mobile Homes	\$25.00
Building Relocation	\$100.00
Demolition	Actual Job Costs
Signs	\$20.00 per sign
Plans Examination	10% of Permit Fee
Appeals	\$75.00
Temporary Certificate of Occupancy	\$30.00
Residential Permanent	\$25.00
Commercial Permanent	\$25.00
1st Renewal	\$45.00

BUILDING PERMITS, INSPECTIONS, AND RELATED ACTIVITIES

Subsequent Renewals	\$75.00
Residential Re-inspection Fees (for failed inspections)	Applied after 2nd rejection of same inspection. \$25.00
Commercial Re-inspection Fees (for failed inspections)	Applied after 2nd rejection of same inspection. \$25.00
<i>Erosion & Sediment Control Fees</i>	
Disturbed Areas Less than One Acre	\$50.00
Disturbed Areas Greater than One Acre	\$150.00
Agreement in Lieu of	\$50.00

JUVENILE AND DOMESTIC RELATIONS COURT

Fines and Forfeitures	Varies with Offense
Sheriff's Fees	\$12.00 per Service / \$25.00 Writ Execution
Court Appointed Attorney	\$120.00
Jail Admission Fee	\$25.00
Courthouse Security Fee	\$20.00 July 1, 2020

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PARKS AND RECREATION

Fall Co-ed Softball \$125.00 per team
Fun & Fellowship Softball \$125.00 per team
Basketball No Fee
Cheer No Fee

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City-Wide Shelter Use No Fee

PARKS AND RECREATION

Rec Center

Meeting/Program/Banquet (4-8 Hours) \$150.00 per event
Meeting/Program/Banquet (Up to 4 Hours) \$75.00 per event
Meeting/Program/Banquet Additional Hours \$20.00 per hour
Program/ Banquet (Youth Teams) No Fee

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Depot

Meeting/Program/Banquet (4-8 Hours) \$150.00 per event
Meeting/Program/Banquet (Up to 4 Hours) \$75.00 per event
Meeting/Program/Banquet Additional Hours \$20.00 per hour
Meeting Civic Groups No Fee

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Jeter Watson Center

Meeting/Program (Groups) \$50.00 per event
Program/ Banquet (Youth Teams) No Fee

Facility Rental - City Pool

Pool Party (Under 50) \$75.00 per event
Pool Party (Over 50) \$125.00 per event

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Pool Fees

Children \$3.00 per day
Adults \$4.00 per day
Swim Lessons \$25.00 per week per child

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Facility Rental - Athletic Fields

Teams No Fee to Practice

Athletic Field Preparation

Dragging no lines No Fee
Dragging with lines No Fee

Softball Field Tournament Use

Sanctioned Tournament \$60.00 per field per day

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Soccer Fields General Use

Youth Leagues No Fee
High School Use No Fee

City Sponsored Youth Programs Admission Fee

Child Admission \$1.00
Adult Admission \$2.00

PLANNING AND ZONING

Zoning Permit	No Fee
Rezoning	\$50.00 plus costs
Conditional Use Permit	\$25.00 plus costs
Special Use Permit	\$25.00 plus costs
Subdivision Plat	No Fee

PUBLIC UTILITIES*Delinquency Fees*

Disconnect/Reconnect Water Service	\$35.00
Administration Fee	No Fee
Late Fee	\$6.00 Residential - 5% o Bill Commercial
Returned Check Fee	\$25.00

New Account Fees

Water Deposit	\$54.00
Sewer Deposit	\$66.00
Solid Waste Deposit	\$56.00
Other Deposit (Reconnect/Cutoff Fee & Late Fee)	\$41.00
Moving Service Fee	\$35.00

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Water

<u>Un-metered</u> Water (Monthly Flat Rate)	\$27.00
Restaurant	\$40.91
Garage or Filling Station purpose washing vehicles	\$95.67
Non-metered outside City	County flat rate minimum consumption

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*Quarterly Water Consumption Charges Commercial (Metered)
Inside City*

0-12,000 gal. minimum	\$81.95
12,001-300,000 gal.	\$5.08 per 1,000 gal.
Over 300,000 gal.	\$3.08 per 1,000 gal.
Quarterly Billing Charge Fee (metered only)	\$1.00

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*Quarterly Water Consumption Charges Commercial (Metered)
Outside City*

0-12,000 gal. minimum	\$243.55
12,001-300,000 gal.	\$7.28 per 1,000 gal.

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Water*Meter Charge*

5/8-3/4 inch	\$72.00
1 inch	\$196.00
1 1/2 inch	\$474.67
2 inch	\$606.67

Residential Water Connection Fees

5/8-3/4 inch	\$700.00
1 inch	If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant
1 1/2 inch	If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

Residential Water Connection Fees

2 inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

Commercial Water Connection Fees

5/8-3/4 inch \$700.00
 If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

1 Inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

1 1/2 inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

2 Inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

3 Inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

Commercial Water Connection Fees

4 inch If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

Sewer:

Un-metered Sewer (Monthly Flat Rate)

Regular/Residential \$33.00
 Restaurants \$40.67 \$41.94
 Garage, Filling Station, (washing vehicles) \$98.08

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Quarterly Sewer Use Charges Commercial (Metered) Inside City

0-12,000 gal. minimum \$99.00
 12,001-300,000 gal. \$4.31 per 1,000 gal.
 Over 300,000 gal. \$4.26 per 1,000 gal.
 Quarterly Billing Charge (metered only) \$1.00

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Quarterly Sewer Use Charges Commercial (Metered) Outside City

Regular Customer with water service (meter reading available);
 First 21,000 Gallons minimum \$275.93
 Over 21,000 Gallons, per 1000 gal. \$8.36 per 1000 gal.
 All non-metered sewer customers outside City County flat rate minimum consumption

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Residential Sewer Connection Fees

5/8-3/4 inch \$700.00
 1 inch \$700.00
 1 1/2 inch \$700.00
 2 inch \$700.00

Commercial Sewer Connection Fees

5/8-3/4 inch \$700.00
 1 inch \$700.00
 1 1/2 Inch \$700.00
 2 Inch \$700.00
 3 inch \$700.00
 4 inch \$700.00

6 inch and above If cost to City for Materials and Labor exceeds \$700 the excess cost will be charged to applicant

SOLID WASTE FEES

Commercial Solid Waste Rate \$10.67 per cubic yard - minimum of \$99.66 per quarter
 Monthly Residential Flat Rate \$28.00
 Landfill Tipping Charge \$88.13/per ton

POLICE DEPARTMENT

Fingerprinting	No Fee
Incident Reports	No Fee
Photo Copies	\$0.20 per copy sheet
Accident Reports	\$10.00

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STORMWATER

See VSMP Fees

Stormwater Management Fee

VSMP FEES

Fees related to VSMP in this section only represent the city portion. DEQ payment also required

General/Stormwater Management-Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre or areas involving a single family detached residential structure with a site or area, within or outside a common plan of development or sale, that is equal to or great than one acre but not less than five acres.) \$81.00

General/Stormwater Management - Small Construction Activity/CBPA Land Disturbing Activity (not subject to GP coverage)/Land Clearing (Single-family detached residential structures within or outside a common plan of development or sale with land disturbance acreage less than 5 acres) \$756.00

General/Stormwater Management—Large Construction Activity/Land Clearing (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) \$952.00

General/Stormwater Management—Large Construction Activity/Land Clearing (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) \$1,260.00

General/Stormwater Management—Large Construction Activity/Land Clearing (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) \$1,708.00

General/Stormwater Management—Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres) \$2,688.00

General/Stormwater Management—Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre) \$20.00

General/Stormwater Management—Small Construction Activity/Land Clearing (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

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General/Stormwater Management—Large Construction Activity/Land Clearing (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
VSMP FEES	Fees related to VSMP in this section only represent the city portion. DEQ payment also required
General/Stormwater Management—Large Construction Activity/Land Clearing (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
General/Stormwater Management—Large Construction Activity/Land Clearing (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
General/Stormwater Management Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than 100 acres)	\$700.00
General/Stormwater Management—Small Construction Activity/Land Clearing (Areas within common plans of development or sale with land disturbance acreage less than 1 acre)	\$50.00
General/Stormwater Management—Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance equal to or greater than 1 acre and less than 5 acres)	\$400.00
General/Stormwater Management—Large Construction Activity/Land Clearing (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)	\$500.00
General/Stormwater Management—Large Construction Activity/Land Clearing (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)	\$650.00
General/Stormwater Management—Large Construction Activity/Land Clearing (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)	\$900.00
General/Stormwater Management—Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater 100 acres)	\$1,400.00
TREASURER	
Returned Checks	\$25.00
Tax Liens	\$25.00
Warrant in Debt	\$25.00
Distress Seizure	\$25.00
Debt Set-Off Fee	\$25.00
DMV Stop Fee	\$25.00
Credit Card	3% Convenience Fee

VEHICLES AND TRAILERS

Passenger Vehicle License Fee	\$30.00
Trucks up to 10,000 pounds	\$30.00
Trucks greater than 10,000 pounds	\$54.00
Motorcycle License Fee	\$25.00
Trailer 1,500 pounds or less	\$18.00
Trailer 1,501 pounds to 4,000 pounds	\$28.00
Trailer over 4,000 pounds	\$40.00
Mopeds	\$20.00
National Guard Motor License Fee	\$15.00
POW - No Fee for One Vehicle	No Fee
Disabled Veteran - No Fee for One Vehicle	No Fee
Apportioned Plates	No Fee

O-23-04

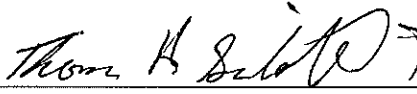
EFFECTIVE DATE OF THIS ORDINANCE:

June 13, 2023

ADOPTED BY AFFIRMATIVE VOTES OF THE COUNCIL OF THE CITY OF COVINGTON, VIRGINIA, AS EVIDENCED BY THE FOLLOWING RECORDED VOTES:

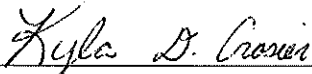
VOTE: 5: FOR 0: AGAINST

MAYOR THOMAS H. SIBOLD, JR.	<u>FOR</u>
VICE MAYOR DAVID S. CROSIER	<u>FOR</u>
COUNCILMAN WILLIAM E. CARSON, JR.	<u>FOR</u>
COUNCILMAN FRED F. FORBES	<u>FOR</u>
COUNCILMAN RAYMOND C. HUNTER	<u>FOR</u>



Thomas H. Sibold, Jr., Mayor

Attest:



Kyla D. Crosier, City Clerk