



**Town of Altavista, Virginia
Meeting Agenda Town Council
Town Council Regular Meeting**

**Tuesday, June 11, 2024
6:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517**

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor David Sage, Grace Community Church, will deliver the Invocation for this meeting.

2. AGENDA ADOPTION

3. RECOGNITIONS AND PRESENTATIONS

4. CITIZEN'S TIME (NON-AGENDA ITEMS ONLY)

*Citizen's wishing to address Council should provide their name and residential address. Citizen's comments are limited to three (3) minutes with a total of fifteen (15) minutes allotted for this purpose. (Please note: Citizen's Time is **NOT** a question-and-answer session between the public and Council.)*

5. PARTNER UPDATES

6. CONSENT AGENDA

6.A FY2025 Grass Maintenance Bids

6.B WWTP:Â Clarifier #3 - Project

6.C Write-Off Delinquent Utility Accounts and Miscellaneous A/R Accounts

Attachment 1. FY2024-Delinquent Utility Accounts

Attachment 2. FY2024-Delinquent Miscellaneous AR Accounts

6.D FY2024 Budget Amendments / Departmental Transfers

Attachment. FY2024 Budget Amendments and Departmental Transfers

6.E Monthly Financial reports - May 2024

Attachment 1. May 2024 Check Register

Attachment 2. May 2024 Revenue Report

Attachment 3. May 2024 Expenditure Report

Attachment 4. May 2024 Investment Report

6.F Town Council - Meeting Minutes

attachment 1. Altavista Town Council Meeting Minutes 5.14.24.pdf

attachment 2. Altavista Town Council Work Session Minutes 5.28.24.pdf

7. PUBLIC HEARING(S)

7.A PUBLIC HEARING: Special Use Permit - Indoor Pet Boarding Facility (#SUP-24-03)

attachment. TC Agenda Packet_SUP-24-03_MLogan_Binder.pdf

8. NEW BUSINESS

9. UNFINISHED BUSINESS

- 9.A Adoption of the FY2025 Budget and FY2025-2029 Capital Improvement Program (CIP); Adoption of Town Tax Rates, Water & Sewer Rates, Fees, Solid Waste Fee, and Other Charges.
Attachment 1. Resolution Adopting and Appropriating the FY2025 Budget
Attachment 1a. FY2025 Proposed Budget Summary
Attachment 2. Resolution Adopting the FY2025 Utility (Water and Sewer) Rates
Attachment 3. Resolution Adopting the FY2025-2029 Capital Improvement Program (CIP)
Attachment 4. Ordinance Amending and Re-Ordaining the Town's Tax Rates, Water and Sewer Rates, and Other Fees and Charges for FY2025
Attachment 4a. FY2025 Proposed Master List of Fees
Attachment 5. Resolution Adopting the FY2025 Solid Waste Collection Fee
Attachment 5a. Solid Waste Collection Fee Ordinance; Section 62-4 of the Code of the Town of Altavista.pdf

10. REPORTS AND COMMUNICATIONS

- 10.A Departmental Reports - Finance
Attachment 1. Meals Tax Report
Attachment 2. Sales Tax Report
Attachment 3. Lodging Tax Report
Attachment 4. Cigarette Tax Report
- 10.B Altavista Police Department (APD) Monthly Reports: May, 2024
attachment 1. Altavista PD - Monthly Report, May 2024.pdf
attachment 2. APD Patrol on 29-May 2024.pdf
- 10.C Public Services Monthly Reports
attachment 1. STREET_DEPARTMENT_MONTHLY_REPORT-_MAY_2024.docx
attachment 2. BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_MAY_2024.docx
attachment 3. FLEET_MAINTENANCE_DEPARTMENT-MAY_2024.docx
- 10.D Utility Project Updates
May 2024 Monthly Report for Council Members 2z.pdf
STATUS REPORT NOVELTY WATER LINE 6-04-2024.pdf
STATUS REPORT AMI PROJECT 6-04-2024.pdf
STATUS REPORT FILTER IMPROVEMENT PROJECT 6-04-2024.pdf
STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 6-04-2024.pdf
STATUS REPORT FOR SEDIMENTATION PROJECT 6-03-2024.pdf
Main Street Sidewalk Status Update 6-4-2024.pdf
STATUS REPORT FOR SPRINGS REHAB 6-05-2024.pdf
STATUS REPORT WWTP ELECTRICAL PROJECT 6-04-2024.pdf
STATUS REPORT WWTP UV 6-06-24.pdf
- 10.E Employee Changes - May 2024

10.F [Altavista Town Council Meeting Calendars](#)

[attachment 1. Altavista Town Council Meeting Calendar - June 2024.pdf](#)

[attachment 2. Altavista Town Council Meeting Calendar - July 2024.pdf](#)

11. MATTERS FROM COUNCIL

12. CLOSED SESSION

12.A [Town Council Closed Session](#)

[attachment. Altavista Town Council CLOSED SESSION 6.11.24.pdf](#)

13. ADJOURNMENT

THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 369-5001 FOR ASSISTANCE.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA

Title: FY2025 Grass Maintenance Bids

Staff Resource: Assistant Director of Public Services Paul Hill

Action(s):

Approve FY2025 Grass Maintenance Contract

Explanation:

At their May 28th Work Session, there was a unanimous consensus of Town Council to accept Staff's recommendation to award Herndon Landscaping, LLC the FY2025 Grass Maintenance Contract, and to place this item on the June 11th Consent Agenda for official approval.

Background:

Bids were received for the Town of Altavista's fiscal year 2025 grass maintenance contract. At the May 28th Town Council Work Session, Staff shared the itemized breakdown of each bid, and gave Town Council their recommendation.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

CONSENT AGENDA

Title: WWTP: Clarifier #3 - Project

Staff Resource: Tom Fore, Director of Public Services, and Paul Hill, Asst. Director of Public Services

Action(s):

Approve as discussed at the May 28th Town Council Work Session.

Explanation:

After discussion and consideration, there was a consensus of Town Council to accept Staff's recommendation, and move this item to the June 11th Council Meeting Consent Agenda; to award the second lowest bidder, Frizzell, the contract for the Clarifier #3 Replacement Project, at \$1,254,250.

Background:

At the May 28th Town Council Work Session, Biff Johnson, Hurt & Proffitt, provided Town Council with an update on the Clarifier #3 Project. He informed Council that the first contract awarded, JS Haren, had been voided due to none-sufficient equipment. Staff recommended going with the second lowest bidder, Frizzell, which had the correct equipment in their proposal. Hurt & Proffitt and Town Staff both concurred with this recommendation.

Funding Source(s):

The Town budgeted \$1.5 million for the completion of this project, including engineer fees.

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.C

CONSENT AGENDA

Title: Write-Off Delinquent Utility Accounts and Miscellaneous A/R Accounts

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Approval of staff's recommendation.

Explanation:

Staff is asking Council to consider adjusting financial records by writing off delinquent utility accounts and miscellaneous A/R accounts that are five (5) years old or older as well as accounts of deceased individuals, as our efforts to collect have been unsuccessful.

There are four (4) utility accounts over five (5) years old totaling \$823.57 and twelve (12) miscellaneous A/R accounts totaling \$3,236.45 and two (2) miscellaneous A/R accounts of deceased individuals totaling \$240. The total write-off request is \$4,300.02.

Background:

Annually, staff presents to Council a request to write-off delinquent utility accounts that are five (5) years old as well as accounts of deceased individuals. This year staff is also requesting to write-off delinquent A/R accounts for miscellaneous charges.

Funding Source(s):

Amendments to the budget as noted.

Attachments: *(click item to open)*

Attachment 1. FY2024-Delinquent Utility Accounts

Attachment 2. FY2024-Delinquent Miscellaneous AR Accounts

**PROPOSED WRITE-OFF
DELINQUENT WATER & SEWER ACCOUNTS
May 24, 2024**

ACCOUNTS OVER FIVE YEARS OLD

<u>Name</u>	<u>Date Account Closed</u>		<u>Amount Past Due</u>
Kathi Bogert	9/25/2018	\$	10.90
Richard Wayne Fegan	9/24/2018	\$	376.34
Ivette Rivera Murtaza	5/14/2019	\$	424.11
Sheila Swift	2/1/2019	\$	12.22
Sub-Total			\$ 823.57

DECEASED INDIVIDUAL(S)

<u>Name</u>	<u>Date Account Closed</u>		<u>Amount Past Due</u>
Sub-Total			\$ -
Total			\$ 823.57

**PROPOSED WRITE-OFF
DELINQUENT MISCELLANEOUS A/R ACCOUNTS
May 24, 2024**

ACCOUNTS OVER FIVE YEARS OLD

<u>Name</u>	<u>Charge Description</u>	<u>Billing Date</u>	<u>Amount Past Due</u>
Ronnie & Delene Andrews	Grass Cutting: 83A-29-10 & 83A-29-10A	6/29/2015	\$ 50.00
Dino's Sportsbar & Grill	Container Rental Fee	6/29/2015	\$ 50.00
Derrick E. Gibson	Water & Wastewater Course at CVCC	5/14/2007	\$ 351.45
Maud Goard	Grass Cutting: 83A-17-22	5/26/2011	\$ 160.00
Interstate Mortgage Corp	Grass Cutting: 302 Ogden Road	5/16/2008	\$ 1,260.00
Will Keatts	Cemetery: Opening & Closing	12/18/2009	\$ 175.00
Monroe Enterprises	Grass Cutting: 1207 Frankling Ave	5/29/2014	\$ 550.00
Donna Rhoades	Equipment Rental: Weekend Truck	12/17/2007	\$ 25.00
Kevin Rodgers	Cemetery: Opening & Closing	7/13/2018	\$ 350.00
Secretary of Veteran's Affairs	Grass Cutting: 702 10th Street	6/15/2010	\$ 125.00
Shameka Stone	Container Rental Fee	6/24/2014	\$ 25.00
The Bank of New York Co Inc	Grass Cutting: 1022 8th Street	5/23/2007	\$ 115.00
Sub-Total			\$ 3,236.45

DECEASED INDIVIDUAL(S)

<u>Name</u>	<u>Charge Description</u>	<u>Amount Past Due</u>
Lillian Clark	Grass Cutting: 1703 Eudora Lane	6/19/2018 \$ 115.00
Steven Loving	Grass Cutting: 1004 10th Street	6/12/2023 \$ 125.00
Sub-Total		\$ 240.00
Total		\$ 3,476.45



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.D

CONSENT AGENDA

Title: FY2024 Budget Amendments / Departmental Transfers

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Approval of staff's recommendation.

Explanation:

To revise the FY2024 Budget to reflect changes that have occurred during the fiscal year.

Background:

Items that arise during a fiscal year that have been previously approved by Town Council require amendments to the budget. The attached memo indicates the nature of the budget amendment, as well as the reason and when Council directed staff on the action. Some of the items may be receipt of unbudgeted revenue, which requires an amendment to the budget as well.

Funding Source(s):

Amendments as directed by previous action of Council or the receipt of funds to cover an associated expense can be funded by various sources such as grant, designated reserves, undesignated reserves or additional revenue received.

Attachments: *(click item to open)*

[Attachment. FY2024 Budget Amendments and Departmental Transfers](#)



DATE: May 24, 2024
TO: Mayor Mattox and Members of Council
FROM: Tobie Shelton
SUBJECT: Budget Amendments / Departmental Transfers

Attached are budget amendments that are necessitated by previous Council action or the receipt of funds to cover an associated expense. The adoption of these amendments completes the process.

- FY2023 Carryover – Purchase and installation of shade sails
(Council Approval: August 8, 2023) \$ 11,210
- FY2023 Carryover – Painting of gazebos
(Council Approval: August 8, 2023) \$ 5,020
- Broadband internet connection Spark, Town Hall, Police Dept.
And English Park with upgrades to security cameras
(Council Approval: December 13, 2022) \$ 20,090
- FY2023 Carryover – Replacement of Town Hall Water Heater
(Council Approval: August 8, 2023) \$ 1,760
- LE-ARPA Grant – Purchase of police vehicles
(Council Consensus: March 14, 2023) \$ 210,980
- LE Block Grant – Purchase of radios
(Grant Funded) \$ 4,000
- Purchasing from CCUSA water and sewer utilities located on
Property of the Dearing Ford Manufacturing Center
(Approval of Resolution: June 28, 2022) \$ 123,280
- Feasibility Study on the Vista/Leggett property
(Council Approval: August 22, 2023) \$ 43,930
- Purchase of former Leggett Building
(Council Approval: May 9, 2023) \$ 291,810
- Transfer in of Designated Funds for Vista Project Expenses
(Council Consensus: November 28, 2023) \$ 21,910

• Amherst / Novelty Water loop Project: Peed & Bortz	\$ 42,600
• DHCD Grant: Boost Your Business Project (Grant Funded)	\$ 7,870
• Damage to WWTP dump truck (Insurance Claim-less deductible)	\$ 7,310
• Professional Services – Brownfield Grant (Council Approval: June 25, 2019)	\$ 23,690
• Planning and development of Frazier Farm – VBAF Grant (Grant Funded)	\$ 4,370
• Remediation of Lane Property (Grant Funded)	\$ 2,380
• Painting, repair rotting wood, and repair of plastering (Council Approval: Sept. 13, 2022; Consensus: Jan. 24, 2023 & Feb. 22, 2022)	\$ 18,900
• Pittsylvania Ave. Washout Remediation/Restoration Project (Council Approval: August 22, 2023)	\$ 87,900
• 1 st Debt Service Payment for 2022 borrowing – ANB (Council Approval: September 13, 2022)	\$ 141,920
• WWTP Electrical Project – VRA (Council Approval: October 13, 2020)	\$ 62,750
• FY2023 Carryover- WTP Advanced Metering System Project- ARPA (Council Approval: August 8, 2023)	\$ 613,800
• FY2023 Carryover - WTP Painting of Walls and Floors (Council Approval: August 8, 2023)	\$ 27,000
• FY2023 Carryover - WTP UV Light System Project – ARPA (Council Approval: August 8, 2023)	\$ 334,350

Also attached are Departmental Transfers (from one-line item to another)

- Various Departments
(Redistribution of funds to cover operational costs – no new funds are required)



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend General Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Furniture & Fixtures		
010-4104-602.81-08	\$ 11,210.00	
Transfer In From General Fund Reserves		
010-0000-361.01-00		\$ 11,210.00

Summary

At the August 8, 2023 regular meeting, Council approved several FY2023 CIP items that were not completed prior to year end (June 30, 2023). The purchase and installation of shade sails were one of the items carried over.

Budget Impact

This will result in a net increase to the budget in the amount of \$11,210.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend General Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Painting of Gazebos		
010-4104-602.81-18	\$ 5,020.00	
Transfer In From General Fund Reserves		
010-0000-361.01-00		\$ 5,020.00

Summary

At the August 8, 2023 regular meeting, Council approved several FY2023 CIP items that were not completed prior to year end (June 30, 2023). Painting of two (2) gazebos were items carried over.

Budget Impact

This will result in a net increase to the budget in the amount of \$5,020.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital Outlay - EDP Equipment		
010-4104-602.82-04	\$ 5,390.00	
010-7204-409.30-08	\$ 14,700.00	
Transfer In		
Transfer In From Reserves		
010-0000-361.01-00		\$ 20,090.00

Summary

There was a consensus to connect Spark's broadband internet to town hall, police department, and English Park; with upgrades to the security cameras at English Park. This represents the final payment to Riverstreet for this project; the final connection at English Park. This item was placed on the December 13th 2022 consent agenda for official approval.

Budget Impact

This will result in a net increase to the budget in the amount of \$12,090.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend General Fund as follows:

Account	Expense	Revenue
General Fund		
Capital / Repl Water Heater		
010-1101-401.81-30	\$ 1,760.00	
Transfer In From General Fund Reserves		
010-0000-361.01-00		\$ 1,760.00

Summary

At the August 8, 2023 regular meeting, Council approved several FY2023 CIP items that were not completed prior to year end (June 30, 2023). The replacement of the water heater at Town Hall was one of the items carried over.

Budget Impact

This will result in a net increase to the budget in the amount of \$1,760.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend General Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Vehicle		
010-3101-501.82-02	\$ 210,980.00	
Law Enforcement Grant		
010-0000-343.01-00		\$ 210,980.00

Summary

To appropriate \$210,980 to cover costs associated with vehicles purchased through the LE-ARPA Grant. Council was made aware at the March 14, 2023 regular meeting that the APD qualified for a 100% grant to be used towards equipment to fight "violent crimes". Chief Merricks advised Council he intended to use the grant to purchase four (4) new vehicles.

Budget Impact

There is offsetting grant revenue to fund 100% of costs.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Byrne Justice Grant		
010-3101-501.52-04	\$ 4,000.00	
General Fund		
Byrne Grant / LE Block Grant		
010-0000-351.05-00		\$ 4,000.00

Summary

Appropriate \$4,000 to cover costs of radios purchased through the LE Block Grant.

Budget Impact

There is offsetting grant revenue covering 100% of the costs.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Economic Development / Improvements		
010-7101-405.82-30	\$ 123,280.00	
General Fund		
Transfer In From General Fund Reserves		
010-0000-361.01-00		\$ 123,280.00

Summary

Council approved a resolution at the June 28, 2022 work session after returning from a closed session to appropriate funds for the purpose of purchasing from the CCUSA the water and sewer utilities located on the property owned by the Town of Altavista known as the Dearing Ford Business & Manufacturing Center.

Budget Impact

This will result in a net increase to the budget in the amount of \$123,280.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Building - Vista Project		
010-7101-405.82-18	\$ 43,930.00	
General Fund		
Transfer in from General Funds Reserves		
010-0000-361.01-00		\$ 43,930.00

Summary

Council approved at the August 22, 2023 work session the request of an additional \$25,000 to complete a feasibility study. The Town was awarded a DHCD grant to complete a study on the Vista property, adding the Leggett property increased the scope of work and therefore the cost. The DHCD grant was received in FY2023 thus needing to be transferred in; \$20,000 was transferred in as \$5,000 was previously used. \$23,934.31 was used of the additional \$25,000 to fund the study. These funds were transferred in from the \$1 mil set aside in reserves for the Vista Project.

Budget Impact

This will result in a net increase to the budget in the amount of \$43,930.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Building - Vista Project		
010-7101-405.82-18	\$ 291,810.00	
General Fund		
Transfer in from General Funds Reserves		
010-0000-361.01-00		\$ 291,810.00

Summary

Council approved at the May 9, 2023 regular meeting to proceed with the purchase of the former Leggett Building from Blue Ridge Developers, Inc.

Budget Impact

This will result in a net increase to the budget in the amount of \$291,810.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital / Building - Vista Project		
010-7101-405.82-18	\$ 12,650.00	
010-7101-405.82-42	\$ 9,260.00	
General Fund		
Transfer in from General Funds Reserves		
010-0000-361.01-00		\$ 21,910.00

Summary

There was a consensus at the November 28, 2023 work session to utilize the initial funds for the Theater Project (\$1 mil) to cover the expenses for both the theater and old Leggett Building projects going forward, and name the project the Vista Project.

Budget Impact

This will result in a net increase to the budget in the amount of \$21,910.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Economic Development / Misc. & Professional Services		
010-7101-405.30-14	\$ 42,600.00	
General Fund		
Miscellaneous Revenue		
010-0000-351.04-00		\$ 42,600.00

Summary

Per contract signed by Town of Altavista and JCJ Holdings, LLC, work performed by Peed and Bortz will be paid by JCJ. The Town will engage Peed and Bortz and it will produce the documents including RFP. JCJ will be credited toward its share of the total project costs.

Budget Impact

This will result in a net increase to the budget in the amount of \$42,600.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Community Development		
010-7204-409.50-93	\$ 7,870.00	
General Fund		
Miscellaneous Revenue		
010-0000-341.08-04		\$ 7,870.00

Summary

A \$57,000 Grant was awarded the Town through the Spark Innocation Center to support "small business and entrepreneurship" growth and start-up.

Budget Impact

This will result in a net increase to the budget in the amount of \$7,870. Any funds not spent in FY2024 will be earmarked in reserves for the Boost Your Business Project.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund Non-Dept. / Reimbursement of Claim 010-9102-801.50-96	\$ 7,310.00	
General Fund Insurance Reimbursement of Claim 010-0000-351.08-00		\$ 7,310.00

Summary

To appropriate \$7,310 for damage to WWTP dump truck that was damaged in an accident on 10/23/2023.

Budget Impact

These funds are reimbursable by town's policy less the deductible.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Non-Dept. / Brownsfield Grant		
010-9102-801.82-30	\$ 23,690.00	
General Fund		
Brownsfield Grant / Reimbursable		
010-0000-341.17-00		\$ 23,690.00

Summary

To appropriate \$23,690 for costs associated with the professional services related to the Brownfields Grant Process, as approved by Council at the June 25, 2019 Work Session.

Budget Impact

This will result in a net increase to the budget of \$23,690. There is an offsetting revenue through the EPA Assessment Grant to cover the expense.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Non-Dept. / Brownsfield Assessment & Planning Grant		
010-9102-801.82-30	\$ 4,370.00	
General Fund		
Brownsfield Grant		
010-0000-341.17-00		\$ 4,370.00

Summary

To appropriate \$4,370 for costs associated with the assessment and planning of the development of the Frazier Farm. The Town was awarded a grant through the Virginia Brownfield Restoration and Economic Redevelopment Assistance Fund in the amount of \$50,000. Funds were disbursed up front.

Budget Impact

This will result in a net increase to the budget of \$4,370. There is an offsetting grant through the VBAF to cover the expense.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General Fund, as follows:

Account	Expense	Revenue
General Fund		
Non-Dept. / Brownsfield Assessment & Planning Grant		
010-9102-801.82-30	\$ 2,380.00	
General Fund		
Brownsfield VBAF Grant - Lane Remediation		
010-0000-341.17-00		\$ 2,380.00

Summary

To appropriate \$2,380 for costs associated with the remediation of the Lane property. The Town was awarded a grant through the Virginia Brownfield Restoration and Economic Redevelopment Assistance Fund in the amount of \$181,000.

Budget Impact

This will result in a net increase to the budget of \$2,380.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the General, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Capital Outlay - Avoca Building Maintenance		
010-9105-801.81-18	\$ 18,900.00	
Transfer In		
Transfer In - Avoca Reserve Maintenance Funds		
010-0000-351.06-01		\$ 18,900.00

Summary

There was a consensus of Council at the February 22, 2022 Work Session to utilize Reserve Maintenance Funds to pay for repairs to Avoca in addition replace rotten wood on the exterior of the mansion. This amount represents payment of the final invoice.

Budget Impact

This will result in a net increase to the budget in the amount of \$18,900. Funding for this repair will be transferred in from the Reserve Maintenance Funds for Avoca.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend the Highway, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Highway Fund		
Other Traffic Services Roadside		
020-4101-606.60-46	\$ 87,900.00	
Transfer In		
Transfer In - From Highway Fund Reserves		
020-0000-361.01-00		\$ 87,900.00

Summary

Council approved at the August 22, 2023 work session, to award Concrete Foundation the bid of \$90,000 for the Pittsylvania Avenue Washout Remediation/Restoration Project.

Budget Impact

This will result in a net increase to the budget in the amount of \$87,900.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend Enterprise Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Enterprise Fund Wastewater / Debt Service - Interest 050-5101-702.92-04	\$ 73,800.00	
Enterprise Fund Wastewater / Debt Service - Interest 050-5101-702.92-04	\$ 68,120.00	
Enterprise Fund Transfer In / Reserves 050-0000-361.01-00		\$ 141,920.00

Summary

To appropriate \$141,920 for the first debt service payment on the 2022 borrowing through American National Bank as approved by Council at the 9/13/2022 meeting.

Budget Impact

This will result in a net increase to the budget in the amount of \$141,920.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend Enterprise Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Enterprise Fund		
Capital / WWTP Electrical Project		
050-5110-702.81-40	\$ 62,750.00	
Enterprise Fund		
Transfer In / VRA Borrowing		
050-0000-341.19-00		\$ 62,750.00

Summary

To appropriate \$62,750 to cover costs associated with the WWTP Electrical Project, as approved by Council at the October 13, 2020 regular meeting. This project is funded through VRA as approved by Council at the October 13, 2020 regular meeting..

Budget Impact

This will result in a net increase to the budget in the amount of \$62,750.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend Enterprise Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Enterprise Fund		
Capital / WTP Adv Metering System		
050-5110-702.81-40	\$ 613,800.00	
Enterprise Fund		
Transfer In / ARPA Funding		
050-0000-361.03-01		\$ 613,800.00

Summary

At the August 8, 2023 regular meeting, Council approved several FY2023 CIP items that were not completed prior to year end (June 30, 2023).

Budget Impact

This will result in a net increase to the budget in the amount of \$613,800.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024:

Section 1. To amend Enterprise Fund as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Enterprise Fund		
Capital / UV Light System - ARPA		
050-5110-702.81-30	\$ 334,350.00	
Enterprise Fund		
Transfer In / ARPA Funding		
050-0000-361.01-00		\$ 334,350.00

Summary

At the August 8, 2023 regular meeting, Council approved several FY2023 CIP items that were not completed prior to year end (June 30, 2023).

Budget Impact

This will result in a net increase to the budget in the amount of \$334,350.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 11th day of June 2024

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-1

See Processing Instructions Below

Requester Tobie Shelton

Required

Department
Name: Council / Administration

Required

Date of
Request: 5/14/2024

Fiscal Year: 2024

Phone #:

Email Address: tcshelton@altavistava.gov

Reason for
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1001-400.30-26	\$300.00	IT Network/Website Support	
010-1101-401.50-10	\$1,500.00	Property Insurance	
010-1101-401.50-18	\$1,380.00	General Liability Insurance	
010-1101-401.50-04	\$500.00	Heating Services	
010-1101-401.50-32	\$1,000.00	Miscellaneous	
010-1101-401.30-04	\$25,000.00	Legal Services\	
010-1101-401.30-12	\$800.00	Eng. & Arch Services	

Total Debits: \$30,480.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1101-401.50-08	-\$3,680.00	Telecommunication	
010-1101-401.20-16	-\$15,000.00	Other Empl Benefits	
010-1101-401.30-02	-\$1,800.00	COBRA Services	
010-1101-401.60-04	-\$5,000.00	Repairs & Main-TH	
010-1101-401.50-28	-\$2,000.00	Dues & Assoc. Membership	
010-1101-401.50-26	-\$3,000.00	Conv & Education	

Total Credits: -\$30,480.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Kewbaw
Prepared By

5/17/24
Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-2

See Processing Instructions Below

Requester Chief Merricks Required Department Name: Police Required Date of Request: 5/14/2024 Fiscal Year: 2024
Phone #: _____ Email Address: temericks@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.50-10	\$1,000.00	Property Insur	
010-3101-501.50-18	\$1,000.00	General Liability Insur	
010-3101-501.50-08	\$6,300.00	Telecommunications	
010-3101-501.60-10	\$480.00	Uniforms	

Total Debits: \$8,780.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.30-26	-\$6,280.00	IT Network/Website Support	
010-3101-501.50-24	-\$2,500.00	Subsistance & Lodging	

Total Credits: -\$8,780.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-3**

See Processing Instructions Below

Requester Jeff Arthur Required Department Name: Public Works Required Date of Request: 5/14/2024 Fiscal Year: 2023
Phone #: _____ Email Address: jbarthur@altavista.gov

Reason for Transfer: It was the consensus of Council at the 3/12/2024 Regular Meeting to reappropriate \$25,000 of funds originally budgeted for the design and engineering of Bedford Ave. Street Light Project towards funding the completion of the Main Street Decorative Streetlamp Project. Council approved at the March 26th 2024 Work Session to fund the remaining balance of the Main Street Decorative Streetlamp project with unspent CIP funds.

DEBIT: (Charge)					
Account Number		Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-4101-601.81-30		\$9,080.00			
Total Debits:		\$9,080.00			

CREDIT:					
Account Number		Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-4101-601.82-06		-\$9,080.00			
Total Credits:		-\$9,080.00			
Total Credits and Total Debits must be equal zero.					

Approvals Required:

Prepared By Shelley 5/14/24 Date 5/17/24 Phone _____
Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-74

See Processing Instructions Below

Requester Jeff Arthur Required Department Name: Public Works Required Date of Request: 5/24/2024 Fiscal Year: 2024

Phone #: _____ Email Address: barthur@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.30-12	\$3,000.00	Eng. & Arch Services	
010-4101-601.50-08	\$3,700.00	Telecommunications	
010-4101-601.50-10	\$1,500.00	Property Insurance	
010-4104-602.30-26	\$3,120.00	IT Network / Website Support	
010-4104-602.50-04	\$380.00	P&R / Heating	
010-4104-602.60-52	\$100.00	Dec Street Lights	
010-4104-602.60-55	\$300.00	Splash Pad	
010-4104-602.60-57	\$540.00	Canoe Launch	
010-4106-602.50-02	\$120.00	Electr. Servs / Vista Theater	

Total Debits: \$12,760.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.50-26	-\$1,000.00	Conventions & Edu.	
010-4101-601.60-08	-\$3,000.00	Vehicle / R&M	
010-4101-601.30-38	-\$5,000.00	Tub Grinding Brush	
010-4101-601.60-22	-\$3,000.00	Hwy. St. & Sidewalks	
010-4101-601.30-08	-\$760.00	Main. Svc. Contracts	

Total Credits: -\$12,760.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Rawls 5/16/24 369-5001
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-5

See Processing Instructions Below

Requester Matt Perkins Required Department Name: ACTS Required Date of Request: 5/16/2024 Fiscal Year: 2024
Phone #: _____ Email Address: mdperkuns@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-6101-403.30-16	\$400.00	Physicals	
010-6101-403.60-08	\$900.00	Vehicle / R&M	

Total Debits: \$1,300.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-6101-403.60-06	\$1,300.00	Fuels & Lubricants	

Total Credits: \$1,300.00 DEBITS DO NOT EQUAL CREDITS - PLEASE CHECK ALLOCATION AMOUNT
Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Rutland 5/17/24
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrnl ID#:

DT-6

See Processing Instructions Below

Requester Jeff Arthur

Required

Department
Name: Public Works

Required

Date of
Request: 5/24/2024

Fiscal Year: 2024

Phone #:

Email Address: barthur@altavistava.gov

Reason for
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.30-12	\$5,750.00	Eng. & Arch Services	

Total Debits: \$5,750.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.30-38	-\$5,750.00	Tub Grinding Brush	

Total Credits: -\$5,750.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Rawland
Prepared By

5/21/24
Date

369-5001
Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrnl ID#: **DT-7**

See Processing Instructions Below

Requester **Matt Perkins** Required Department Name: **Economic Development** Required Date of Request: **5/24/2024** Fiscal Year: **2024**

Phone #: _____ Email Address: mdperkins@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)				
Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-7101-405.50-08	\$100.00	Telecommunications		
010-7101-405.50-32	\$440.00	Misc. Supplies		
Total Debits:		\$540.00		

CREDIT:				
Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-7101-405.30-06	-\$540.00	Advertising		
Total Credits:		-\$540.00		

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Rowland *5/21/24* *369-5001*
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-8**

See Processing Instructions Below

Requester Matt Perkins Required Department Name: Community Development Required Date of Request: 5/24/2024 Fiscal Year: 2024

Phone #: _____ Email Address: mdperkins@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)				
Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-7201-408.30-06	\$1,500.00	Advertising		

Total Debits: \$1,500.00

CREDIT:				
Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-7201-408.30-36	-\$1,500.00	Mowing Contract		

Total Credits: -\$1,500.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Lowland 5/23/24
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrnl ID#:

DT-9

See Processing Instructions Below

Requester Tom Fore Required Department Name: Enterprise Funds - Water Department Required Date of Request: 5/21/2024 Fiscal Year: 2024
Phone #: _____ Email Address: twfore@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5001-701.50-10	\$2,000.00	Property Insurance	
050-5001-701.60-15	\$4,000.00	Lab Test Chemicals	
050-5001-701.60-25	\$1,500.00	Small Equipment	
050-5003-707.60-04	\$1,600.00	Springs - R&M	

Total Debits: \$9,100.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5001-701.60-04	-\$7,500.00	Repairs & Main.	
050-5003-707.30-08	-\$1,600.00	Spring-Main. Svc Contr.	

Total Credits: -\$9,100.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Rawland 5/22/24 369-5001
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrrnl ID#: DT-10

See Processing Instructions Below

Requester Tom Fore Department Name: Enterprise Funds - Waste Water Department Date of Request: 5/21/2024 Fiscal Year: 2024
Required *Required*
Phone #: _____ Email Address: twfore@altavistava.gov

Reason for Transfer: Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)				
Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
050-5101-702.50-02	\$25,000.00	Electrical Svcs.		
050-5101-702.50-04	\$150.00	Heating		
050-5101-702.50-10	\$2,060.00	Property Insurance		
050-5101-702.50-66	\$600.00	Fees Pd to Commonwealth		
050-5101-702.90-02	\$120,600.00	Principal - VRA		
050-5101-702.90-04	\$20,090.00	Interest - VRA		
Total Debits:		\$168,500.00		

CREDIT:				
Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
050-5101-702.60-14	-\$25,000.00	Other Operating Supplies		
050-5101-702.60-06	-\$10,000.00	Fuels & Lubricants		
050-5101-702.60-02	-\$2,000.00	Office Supplies		
050-5101-702.70-05	-\$100,500.00	Transfer to Reserves		
050-5101-702.60-50	-\$7,000.00	Lab Test Equip.		
050-5101-702.30-14	-\$8,000.00	Misc. & Prof Svcs		
050-5101-702.30-08	-\$5,000.00	Main. Svc. Contr.		
050-5101-702.60-11	-\$2,000.00	Safety Eq & Prog		
050-5101-702.50-64	-\$2,000.00	Sample Testing		
050-5101-702.50-67	-\$2,000.00	Sample Testing - In House		
050-5101-702.50-90	-\$5,000.00	EOP Sampling		
Total Credits:		-\$168,500.00		

Total Credits and Total Debits must be equal zero.

Approvals Required:
Sharon Lowland 5/22/24 369-5001
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

DEPARTMENTAL FUNDS TRANSFER

General Accounting
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: DT-10B

See Processing Instructions Below

Requester Tom Fore Department Name: Enterprise Funds - Waste Water Department Date of Request: 5/21/2024 Fiscal Year: 2024
Required *Required*

Phone #: Email Address: twfore@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5201-711.50-08	\$130.00	Telecommunications	
050-5201-711.60-04	\$670.00		

Total Debits: \$800.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5201-711.60-08	-\$800.00	Veh & Eq. R & M	

Total Credits: -\$800.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Sharon Kustard 5/22/24 369-5001
Prepared By Date Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.E

CONSENT AGENDA

Title: Monthly Financial reports - May 2024

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Approve monthly financial reports as presented.

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. May 2024 Check Register

Attachment 2. May 2024 Revenue Report

Attachment 3. May 2024 Expenditure Report

Attachment 4. May 2024 Investment Report

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
46389	12	BRENNTAG MID-SOUTH INC	05/02/2024	323.06		00	OUTSTANDING	
46390	973	CAMPBELL HEATING AND COOLING	05/02/2024	164.13		00	OUTSTANDING	
46391	727	CAROTEK INC	05/02/2024	16,471.45		00	OUTSTANDING	
46392	1050	CHAMPION'S LAWN CARE/CRR L&L LL	05/02/2024	15,125.00		00	OUTSTANDING	
46393	32	CONTROL EQUIPMENT CO INC	05/02/2024	428.31		00	OUTSTANDING	
46394	9999998	DALTON, LINDA G	05/02/2024	150.00		00	OUTSTANDING	
46395	284	DEWBERRY ENGINEERS INC	05/02/2024	4,375.00		00	OUTSTANDING	
46396	20	J JOHNSON ELLER JR	05/02/2024	2,500.00		00	OUTSTANDING	
46397	118	FERGUSON ENTERPRISES LLC	05/02/2024	667.51		00	OUTSTANDING	
46398	1109	FORTILINE, INC.	05/02/2024	208.50		00	OUTSTANDING	
46399	111	GRAINGER INC	05/02/2024	180.14		00	OUTSTANDING	
46400	50	GRETNA TIRE INC	05/02/2024	1,170.00		00	OUTSTANDING	
46401	305	HAWKINS-GRAVES INC	05/02/2024	187.74		00	OUTSTANDING	
46402	892	J & J PORTAPOTTY INC	05/02/2024	360.00		00	OUTSTANDING	
46403	9999999	LAMBERT JASON K	05/02/2024	54.87		00	OUTSTANDING	
46404	9999999	LAMBERT KATHY DOSS	05/02/2024	81.45		00	OUTSTANDING	
46405	717	LYNCHBURG REGIONAL BUSINESS AL	05/02/2024	600.00		00	OUTSTANDING	
46406	149	MAKCO INC	05/02/2024	14,350.00		00	OUTSTANDING	
46407	820	MASON'S TREE SERVICE	05/02/2024	4,000.00		00	OUTSTANDING	
46408	358	PHILLIPS EQUIPMENT CORPORATION	05/02/2024	41.99		00	OUTSTANDING	
46409	9999999	PLUMLEY ASHLEY DAWN	05/02/2024	197.13		00	OUTSTANDING	
46410	1070	STANTEC CONSULTING SERVICES IN	05/02/2024	4,830.00		00	OUTSTANDING	
46411	1089	T-MOBILE USA INC.	05/02/2024	29.40		00	OUTSTANDING	
46412	848	TRITECH SOFTWARE SYSTEMS	05/02/2024	3,843.50		00	OUTSTANDING	
46413	136	USABLUEBOOK	05/02/2024	1,272.00		00	OUTSTANDING	
46414	110	VUPS INC	05/02/2024	40.25		00	OUTSTANDING	
46415	1066	ASHBY ULYSSES ROBINSON JR.	05/08/2024	75.00		00	OUTSTANDING	
46416	103	BEACON CREDIT UNION	05/08/2024	285.00		00	OUTSTANDING	
46417	978	REGINALD C BENNETT	05/08/2024	75.00		00	OUTSTANDING	
46418	1025	MEGHAN T BOLLING	05/08/2024	50.00		00	OUTSTANDING	
46419	28	COLUMBIA GAS	05/08/2024	790.81		00	OUTSTANDING	
46420	1117	CONNER W. MATTOX	05/08/2024	50.00		00	OUTSTANDING	
46421	32	CONTROL EQUIPMENT CO INC	05/08/2024	16,353.75		00	OUTSTANDING	
46422	874	CORPORATE MEDICAL SERVICES	05/08/2024	49.96		00	OUTSTANDING	
46423	994	LARRY DALTON	05/08/2024	400.00		00	OUTSTANDING	
46424	529	DAVENPORT & COMPANY LLC	05/08/2024	31,810.57		00	OUTSTANDING	
46425	301	ENGLISH'S LLC	05/08/2024	580.25		00	OUTSTANDING	
46426	118	FERGUSON ENTERPRISES LLC	05/08/2024	350.00		00	OUTSTANDING	
46427	1126	FINANCIAL DESIGNS BUSINESS ADV	05/08/2024	500.00		00	OUTSTANDING	
46428	119	FOSTER ELECTRIC CO INC	05/08/2024	400.00		00	OUTSTANDING	
46429	1	GARY WILSON	05/08/2024	100.00		00	OUTSTANDING	
46430	50	GRETNA TIRE INC	05/08/2024	125.00		00	OUTSTANDING	
46431	566	INTEGRATED TECHNOLOGY GROUP IN	05/08/2024	7,717.81		00	OUTSTANDING	
46432	564	JOHN JORDAN	05/08/2024	75.00		00	OUTSTANDING	
46433	9999998	KNAUER, KELLY	05/08/2024	150.00		00	OUTSTANDING	
46434	1	LARRY DANIELS	05/08/2024	75.00		00	OUTSTANDING	
46435	935	MATTERN & CRAIG INC	05/08/2024	1,197.00		00	OUTSTANDING	
46436	1063	MISSIONSQUARE - 304831	05/08/2024	540.00		00	OUTSTANDING	
46437	829	MARIE MITCHELL	05/08/2024	75.00		00	OUTSTANDING	
46438	300	NAPA AUTO PARTS	05/08/2024	5,691.79		00	OUTSTANDING	
46439	9999998	NORFOLK SOUTHERN	05/08/2024	150.00		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
46440	454	O'REILLY AUTOMOTIVE INC	05/08/2024	439.51		00	OUTSTANDING	
46441	317	POWELL'S TRUCK & EQUIPMENT INC	05/08/2024	28.69		00	OUTSTANDING	
46442	9999998	Ridgeway, Vicky	05/08/2024	150.00		00	OUTSTANDING	
46443	1081	RAYNA STEELE	05/08/2024	50.00		00	OUTSTANDING	
46444	510	RIVER VALLEY RESOURCES LLC	05/08/2024	159.98		00	OUTSTANDING	
46445	1065	R. W. LEE CONSULTING LLC	05/08/2024	3,375.00		00	OUTSTANDING	
46446	476	SHARP BUSINESS SYSTEMS	05/08/2024	30.10		00	OUTSTANDING	
46447	621	THE PORTRAIT PLACE	05/08/2024	42.13		00	OUTSTANDING	
46448	85	TREASURER OF VA /CHILD SUPPORT	05/08/2024	542.07		00	OUTSTANDING	
46449	35	TREASURER OF VA/VITA	05/08/2024	7.76		00	OUTSTANDING	
46450	92	UNIFIRST CORP	05/08/2024	1,881.62		00	OUTSTANDING	
46451	601	VACORP	05/08/2024	480.47		00	OUTSTANDING	
46452	1083	VIRGINIA BUSINESS SYSTEMS	05/08/2024	258.91		00	OUTSTANDING	
46453	116	XEROX CORPORATION	05/08/2024	418.97		00	OUTSTANDING	
46454	793	XEROX FINANCIAL SERVICES	05/08/2024	229.47		00	OUTSTANDING	
46455	1125	1ST CHOICE SHREDDING INC	05/08/2024	600.00		00	OUTSTANDING	
46456	84	ALTAVISTA JOURNAL	05/16/2024	4,589.29		00	OUTSTANDING	
46457	918	APPLE FORD	05/16/2024	8.07		00	OUTSTANDING	
46458	886	AT&T MOBILITY	05/16/2024	2,093.57		00	OUTSTANDING	
46459	4	BOXLEY AGGREGATES	05/16/2024	3,524.31		00	OUTSTANDING	
46460	294	BUSINESS CARD	05/16/2024	17,695.31		00	OUTSTANDING	
46461	16	CAMPBELL COUNTY UTILITIES & SE	05/16/2024	5,427.50		00	OUTSTANDING	
46462	973	CAMPBELL HEATING AND COOLING	05/16/2024	388.00		00	OUTSTANDING	
46463	9999997	CLAIRE PARKER FOUNDATION	05/16/2024	13.75		00	OUTSTANDING	
46464	9999997	COTTLE, KIMBERLY	05/16/2024	21.76		00	OUTSTANDING	
46465	9999997	CRANK, FAITH NICOLE	05/16/2024	30.68		00	OUTSTANDING	
46466	1093	CRYSTAL BAY ENTERPRISES, INC.	05/16/2024	448.90		00	OUTSTANDING	
46467	36	DOMINION VIRGINIA POWER	05/16/2024	64,260.27		00	OUTSTANDING	
46468	1021	ENNIS INC/MAJOR BUSINESS SYSTE	05/16/2024	1,138.27		00	OUTSTANDING	
46469	119	FOSTER ELECTRIC CO INC	05/16/2024	117.71		00	OUTSTANDING	
46470	111	GRAINGER INC	05/16/2024	1,122.65		00	OUTSTANDING	
46471	916	GRANITE TELECOMMUNICATIONS	05/16/2024	890.09		00	OUTSTANDING	
46472	9999997	GREEN, NICOLE	05/16/2024	29.31		00	OUTSTANDING	
46473	974	HILL STUDIO PC	05/16/2024	250.00		00	OUTSTANDING	
46474	58	INSTRUMENTATION SERVICES INC	05/16/2024	708.00		00	OUTSTANDING	
46475	853	THOMAS MERRICKS	05/16/2024	400.00		00	OUTSTANDING	
46476	9999997	MILLER, BRIAN	05/16/2024	11.92		00	OUTSTANDING	
46477	9999998	O'NEAL NICOLE	05/16/2024	150.00		00	OUTSTANDING	
46478	1	PEACE OF PIE PIZZERIA, LLC	05/16/2024	175.00		00	OUTSTANDING	
46479	843	BETTY PICKERAL	05/16/2024	992.64		00	OUTSTANDING	
46480	857	RIVERSTREET NETWORKS	05/16/2024	1,534.69		00	OUTSTANDING	
46481	9999997	ROBERTSON, JENNA	05/16/2024	80.63		00	OUTSTANDING	
46482	1127	RSG LANDSCAPING, LLC	05/16/2024	1,080.97		00	OUTSTANDING	
46483	9999999	SMITH TORNIA QUANAE	05/16/2024	74.52		00	OUTSTANDING	
46484	467	SONNY MERRYMAN INC	05/16/2024	134,158.00		00	OUTSTANDING	
46485	400	TROJAN UV	05/16/2024	657.05		00	OUTSTANDING	
46486	9999997	WALLER, ROBIN	05/16/2024	12.64		00	OUTSTANDING	
46487	9	AFLAC	05/23/2024	2,920.83		00	OUTSTANDING	
46488	91	ANTHEM BLUE CROSS/BLUE SHIELD	05/23/2024	50,203.00		00	OUTSTANDING	
46489	918	APPLE FORD	05/23/2024	58.73		00	OUTSTANDING	
46490	1091	ATRIUM CONSTRUCTION, LLC	05/23/2024	26,000.00		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
46491	839	AXON ENTERPRISE INC	05/23/2024	14,207.16		00	OUTSTANDING	
46492	103	BEACON CREDIT UNION	05/23/2024	285.00		00	OUTSTANDING	
46493	12	BRENNTAG MID-SOUTH INC	05/23/2024	1,606.98		00	OUTSTANDING	
46494	1058	BRIGHTSPEED	05/23/2024	653.77		00	OUTSTANDING	
46495	1093	CRYSTAL BAY ENTERPRISES, INC.	05/23/2024	59.96		00	OUTSTANDING	
46496	125	CVCJA	05/23/2024	68.00		00	OUTSTANDING	
46497	284	DEWBERRY ENGINEERS INC	05/23/2024	4,375.00		00	OUTSTANDING	
46498	1099	ELLE WATERWORKS SUPPLY, LLC	05/23/2024	10,830.00		00	OUTSTANDING	
46499	40	FEDERAL EXPRESS CORPORATION	05/23/2024	47.11		00	OUTSTANDING	
46500	118	FERGUSON ENTERPRISES LLC	05/23/2024	209.82		00	OUTSTANDING	
46501	41	FISHER SCIENTIFIC	05/23/2024	2,410.31		00	OUTSTANDING	
46502	119	FOSTER ELECTRIC CO INC	05/23/2024	66,578.00		00	OUTSTANDING	
46503	9999998	HUNT KENNETH	05/23/2024	150.00		00	OUTSTANDING	
46504	576	KENNETH HUNT	05/23/2024	100.00		00	OUTSTANDING	
46505	9999998	McCluster, Sheila	05/23/2024	150.00		00	OUTSTANDING	
46506	218	MINNESOTA LIFE	05/23/2024	234.86		00	OUTSTANDING	
46507	1063	MISSIONSQUARE - 304831	05/23/2024	540.00		00	OUTSTANDING	
46508	67	ORKIN PEST CONTROL LLC	05/23/2024	486.95		00	OUTSTANDING	
46509	816	PACE ANAYLTICAL SERVICES LLC	05/23/2024	175.80		00	OUTSTANDING	
46510	358	PHILLIPS EQUIPMENT CORPORATION	05/23/2024	17.09		00	OUTSTANDING	
46511	588	PITNEY BOWES	05/23/2024	169.08		00	OUTSTANDING	
46512	467	SONNY MERRYMAN INC	05/23/2024	15.98		00	OUTSTANDING	
46513	1089	T-MOBILE USA INC.	05/23/2024	29.40		00	OUTSTANDING	
46514	85	TREASURER OF VA /CHILD SUPPORT	05/23/2024	542.07		00	OUTSTANDING	
46515	136	USABLUEBOOK	05/23/2024	102.35		00	OUTSTANDING	
46516	1101	WATER WORKS METROLOGY LLC	05/23/2024	14,488.64		00	OUTSTANDING	
46517	1132	A & A ENVIRONMENTAL LLC	05/30/2024	84,225.00		00	OUTSTANDING	
46518	9999998	Adams, Tammy	05/30/2024	150.00		00	OUTSTANDING	
46519	1036	AMTEK COMPANY, INC.	05/30/2024	604.00		00	OUTSTANDING	
46520	162	BENNETT'S MECHANICAL COMPANY I	05/30/2024	55.00		00	OUTSTANDING	
46521	1	BRIGHTSPEED OF VIRGINIA, LLC	05/30/2024	346.17		00	OUTSTANDING	
46522	9999998	CALLAHAN, STACY	05/30/2024	150.00		00	OUTSTANDING	
46523	797	CAMPBELL COUNTY CIRCUIT COURT	05/30/2024	10.00		00	OUTSTANDING	
46524	20	J JOHNSON ELLER JR	05/30/2024	2,500.00		00	OUTSTANDING	
46525	119	FOSTER ELECTRIC CO INC	05/30/2024	37.00		00	OUTSTANDING	
46526	46	GENTRY LOCKE ATTORNEYS	05/30/2024	3,172.50		00	OUTSTANDING	
46527	50	GRETNA TIRE INC	05/30/2024	635.00		00	OUTSTANDING	
46528	52	HACH COMPANY	05/30/2024	1,396.00		00	OUTSTANDING	
46529	892	J & J PORTAPOTTY INC	05/30/2024	360.00		00	OUTSTANDING	
46530	1095	NATIONAL POOLS OF ROANOKE INC.	05/30/2024	800.00		00	OUTSTANDING	
46531	9999998	Perdieu, Dionne	05/30/2024	150.00		00	OUTSTANDING	
46532	80	SOUTHSIDE ELECTRIC COOP	05/30/2024	1,061.10		00	OUTSTANDING	
46533	136	USABLUEBOOK	05/30/2024	1,181.50		00	OUTSTANDING	

BANK: 00 *****

NO. OF CHECKS: 145

CHECKS OUTSTANDING 684,647.71 ***

OUTSTANDING CHECKS: 145

RECONCILED CHECKS:

VOID CHECKS:

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
		684,647.71	.00	.00				.00

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
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NO. OF CHECKS:	145	TOTAL CHECKS	684,647.71	***				
OUTSTANDING CHECKS:	145	RECONCILED CHECKS:	VOID CHECKS:					
	684,647.71		.00	.00				.00

TOWN OF ALTAVISTA										

FUND 010	GENERAL FUND									
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE

300		TAXES								
301		PROPERTY TAXES								
	01 00	REAL PROPERTY CURRENT	31,718	657.20	2	348,898	372,910.50	107	380,620	7,709.50
301	**	PROPERTY TAXES	31,718	657.20	2	348,898	372,910.50	107	380,620	7,709.50
302		PUBLIC SERVICE								
	01 00	REAL & PERSONAL CURRENT	6,610	.00		72,710	121,141.82	167	79,330	41,811.82-
302	**	PUBLIC SERVICE	6,610	.00		72,710	121,141.82	167	79,330	41,811.82-
303		PERSONAL PROPERTY								
	01 00	CURRENT	24,000	1,238.78	5	264,000	277,189.07	105	288,000	10,810.93
	03 00	PPTRA	8,333	20.00-		91,663	103,865.41	113	100,000	3,865.41-
303	**	PERSONAL PROPERTY	32,333	1,218.78	4	355,663	381,054.48	107	388,000	6,945.52
304		MACHINERY & TOOLS								
	01 00	CURRENT	160,416	.00		1,764,576	2,045,582.44	116	1,925,000	120,582.44-
304	**	MACHINERY & TOOLS	160,416	.00		1,764,576	2,045,582.44	116	1,925,000	120,582.44-
305		MOBILE HOME								
	01 00	CURRENT	10	.00		110	183.50	167	130	53.50-
305	**	MOBILE HOME	10	.00		110	183.50	167	130	53.50-
306		PENALTIES & INTEREST								
	01 00	PENALTIES	500	249.94	50	5,500	39,001.05	709	6,000	33,001.05-
	02 00	INTEREST	291	153.26	53	3,201	6,819.30	213	3,500	3,319.30-
306	**	PENALTIES & INTEREST	791	403.20	51	8,701	45,820.35	527	9,500	36,320.35-
307		LOCAL								
	01 00	SALES & USE	20,000	24,801.13	124	220,000	206,363.38	94	240,000	33,636.62
	02 00	ELECTRIC, GAS & TELEPHONE	9,500	10,230.95	108	104,500	93,796.28	90	114,000	20,203.72
	03 00	MOTOR VEHICLE LICENSES	3,833	581.54	15	42,163	49,420.04	117	46,000	3,420.04-
	04 00	BANK STOCK	15,833	140,934.00	890	174,163	195,181.00	112	190,000	5,181.00-
	05 00	HOTEL & MOTEL	9,750	13,724.67	141	107,250	111,703.80	104	117,000	5,296.20
	06 00	MEAL	110,000	133,788.09	122	1,210,000	1,236,235.35	102	1,320,000	83,764.65
	08 00	CONTAINER RENTAL FEE	133	.00		1,463	1,733.40	119	1,600	133.40-
	09 00	COMMUNICATIONS TAX	2,416	2,217.18	92	26,576	20,075.90	76	29,000	8,924.10
	10 00	TRANSIT PASSENGER REVENUE	416	.00		4,576	.00		5,000	5,000.00
	11 00	CIGARETTE TAX	8,333	3,750.00	45	91,663	71,250.00	78	100,000	28,750.00
	12 00	MOBILE RESTAURANT PERMIT	8	.00		88	100.00	114	100	.00
307	**	LOCAL	180,222	330,027.56	183	1,982,442	1,985,859.15	100	2,162,700	176,840.85
308		LICENSES, PERMITS & FEES								

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
	01 01	CONTRACTORS	375	6,284.13	1676	4,125	10,658.13	258	4,500	6,158.13-
	01 02	RETAIL SALES	5,250	3,739.61	71	57,750	65,159.85	113	63,000	2,159.85-
	01 03	FINANCIAL, RE & PROF	458	288.70	63	5,038	5,877.40	117	5,500	377.40-
	01 04	REPAIRS & PERSONAL SVC	833	1,819.72	219	9,163	14,434.08	158	10,000	4,434.08-
	01 05	WHOLESALE BUSINESS	33	.00		363	401.77	111	400	1.77-
	01 06	UTILITIES	83	.00		913	296.78	33	1,000	703.22
	01 07	HOTELS	83	744.25	897	913	774.25	85	1,000	225.75
	01 08	VENDING, COIN OPERATED	0	.00		0	427.64		0	427.64-
	01 *	BUSINESS LICENSE FEES	7,115	12,876.41	181	78,265	98,029.90	125	85,400	12,629.90-
	02 01	ZONING, SIGN, HOME OCCUPATN	187	875.00	468	2,057	7,205.00	350	2,250	4,955.00-
308	**	LICENSES, PERMITS & FEES	7,302	13,751.41	188	80,322	105,234.90	131	87,650	17,584.90-
300	***	TAXES	419,402	346,058.15		4,613,422	5,057,787.14		5,032,930	24,857.14-
310		FINES & FORFEITURES								
310	01 00	COURT FINES	833	1,245.77	150	9,163	9,873.81	108	10,000	126.19
	02 00	PARKING FINES	16	.00		176	150.00	85	200	50.00
	03 00	TRAFFIC CAMERA TKTS	0	15,500.00		0	76,425.00		0	76,425.00-
310	**		849	16,745.77	1972	9,339	86,448.81	926	10,200	76,248.81-
310	***	FINES & FORFEITURES	849	16,745.77		9,339	86,448.81		10,200	76,248.81-
320		INVESTMENT EARNINGS								
321	02 00	INTEREST INCOME	0	50,662.31		0	543,448.61		0	543,448.61-
321	**	INTEREST	0	50,662.31		0	543,448.61		0	543,448.61-
320	***	INVESTMENT EARNINGS	0	50,662.31		0	543,448.61		0	543,448.61-
330		CHARGES FOR SERVICES								
331		RENTS								
	01 00	RENTAL OF GENERAL PROP	208	.00		2,288	2,612.00	114	2,500	112.00-
	01 01	PAVILION RENTALS	125	362.50	290	1,375	1,700.00	124	1,500	200.00-
	01 02	BOOKER BUILDING RENTALS	458	1,825.00	399	5,038	8,740.00	174	5,500	3,240.00-
	01 03	SPARK INNOVATION CENTER	3,000	2,088.02	70	33,000	18,950.93	57	36,000	17,049.07
	01 04	TRAIN STATION RENTAL	0	925.00		0	1,325.00		0	1,325.00-
	01 *	RENTAL OF GENERAL PROP	3,791	5,200.52	137	41,701	33,327.93	80	45,500	12,172.07
	02 00	RENTAL OF REAL PROP	8,250	6,132.12	74	90,750	101,031.26	111	99,000	2,031.26-
331	**	RENTS	12,041	11,332.64	94	132,451	134,359.19	101	144,500	10,140.81

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****			CURRENT		*****			*****		YEAR-TO-DATE		*****			ANNUAL	UNREALIZED
ACCOUNT		DESCRIPTION		ESTIMATED			ACTUAL		%REV			ESTIMATED		ACTUAL		%REV			ESTIMATE	BALANCE
336		LOANS																		
336	**	LOANS		0			.00					0		.00					0	.00
337	01 00	CODE ENFORCEMENT		41			.00					451		100.00		22			500	400.00
337	**	CODE ENFORCEMENT		41			.00					451		100.00		22			500	400.00
330	***	CHARGES FOR SERVICES		12,082			11,332.64					132,902		134,459.19					145,000	10,540.81
340		INTERGOVERNMENTAL REVENUE																		
341		STATE																		
	03 00	RAILROAD ROLLING STOCK		1,308			.00					14,388		17,229.34		120			15,700	1,529.34-
	04 00	DCJS GRANT		8,166			25,768.00		316			89,826		103,075.00		115			98,000	5,075.00-
	06 00	RENTAL TAX		83			133.24		161			913		1,100.27		121			1,000	100.27-
	08 00	MISC STATE GRANT		1,250			.00					13,750		15,209.00		111			15,000	209.00-
	08 04	DHCD MAIN ST RESURGENCE		0			.00					0		57,000.00					0	57,000.00-
	08 *	MISC STATE GRANT		1,250			.00					13,750		72,209.00		525			15,000	57,209.00-
	11 00	VDOT CONTRACTUAL SERVICES		250			.00					2,750		9,231.00		336			3,000	6,231.00-
	12 00	VDOT PD GRANT - OVERTIME		416			.00					4,576		725.39		16			5,000	4,274.61
	13 00	STATE TRANSIT REVENUE		2,282			.00					25,102		32,351.00		129			27,390	4,961.00-
	17 00	BROWNFIELD ASSESSMNT GRNT		0			.00					0		54,880.15					0	54,880.15-
	17 *	BROWNFIELD ASSESSMNT GRNT		0			.00					0		54,880.15					0	54,880.15-
341	**	STATE		13,755			25,901.24		188			151,305		290,801.15		192			165,090	125,711.15-
342		COUNTY																		
	02 00	LITTER GRANT		200			.00					2,200		3,977.00		181			2,400	1,577.00-
	03 00	FIRE DEPT FUEL REIMB		1,083			1,652.07		153			11,913		14,560.64		122			13,000	1,560.64-
342	**	COUNTY		1,283			1,652.07		129			14,113		18,537.64		131			15,400	3,137.64-
343		FEDERAL																		
	01 00	LAW ENFORCEMENT GRANT		0			.00					0		159,807.20					0	159,807.20-
	04 00	FEDERAL TRANSIT REVENUE		7,601			20,412.50		269			83,611		71,336.00		85			91,220	19,884.00
	05 00	BYRNE JUSTICE GRANT		0			4,000.00					0		4,000.00					0	4,000.00-
343	**	FEDERAL		7,601			24,412.50		321			83,611		235,143.20		281			91,220	143,923.20-
340	***	INTERGOVERNMENTAL REVENUE		22,639			51,965.81					249,029		544,481.99					271,710	272,771.99-
350		OTHER REVENUE																		
351		MISCELLANEOUS																		
	01 00	SALES OF SUPPLIES & MAT		1,666			.00					18,326		23,570.60		129			20,000	3,570.60-

TOWN OF ALTAVISTA
REVENUE REPORT
92% OF YEAR LAPSED

ACCOUNTING PERIOD 11/2024

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
01 *	SALES OF SUPPLIES & MAT	1,666	.00		18,326	23,570.60	129	20,000	3,570.60-
03 00	CASH DISCOUNTS	8	.00		88	.00		100	100.00
04 00	MISCELLANEOUS	1,708	10,699.35	626	18,788	36,230.79	193	20,500	15,730.79-
04 02	HURT / LIGHTS	16	.00		176	133.00	76	200	67.00
04 03	HURT / SOLID WASTE COLL	3,241	2,992.12	92	35,651	35,761.59	100	38,900	3,138.41
04 04	ESTATE OF ROBERTA F JENKS	683	728.29	107	7,513	7,739.77	103	8,200	460.23
04 06	VENDING MACHINE REVENUE	0	.00		0	68.79		0	68.79-
04 *	MISCELLANEOUS	5,648	14,419.76	255	62,128	79,933.94	129	67,800	12,133.94-
08 00	REIMB OF INSURANCE CLAIM	0	13,350.00		0	34,775.09		0	34,775.09-
351 **	MISCELLANEOUS	7,322	27,769.76	379	80,542	138,279.63	172	87,900	50,379.63-
350 ***	OTHER REVENUE	7,322	27,769.76		80,542	138,279.63		87,900	50,379.63-
360	OTHER FINANCING SOURCES								
361 01 01	TRANSFER IN RESERVE MAIN. FUNDS	5,833	.00		64,163	.00		70,000	70,000.00
01 *	FROM RESERVES	5,833	.00		64,163	.00		70,000	70,000.00
03 01	DESIGNATED	1,583	.00		17,413	.00		19,000	19,000.00
09 00	WAR MEMORIAL FUNDING	0	.00		0	1.00		0	1.00-
361 **	TRANSFER IN	7,416	.00		81,576	1.00		89,000	88,999.00
362	PROCEEDS FROM LTD								
362 **	PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360 ***	OTHER FINANCING SOURCES	7,416	.00		81,576	1.00		89,000	88,999.00
FUND TOTAL	GENERAL FUND	469,710	504,534.44		5,166,810	6,504,906.37		5,636,740	868,166.37-

TOWN OF ALTAVISTA

FUND 020		STATE HIGHWAY REIMB FUND		*****		CURRENT	*****		*****	YEAR-TO-DATE		*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED		ACTUAL	%REV		ESTIMATED	ACTUAL		%REV	ESTIMATE	BALANCE
320		INVESTMENT EARNINGS												
321		INTEREST												
02	00	INTEREST INCOME		0		5,052.29			0	54,013.38			0	54,013.38-
321	**	INTEREST		0		5,052.29			0	54,013.38			0	54,013.38-
320	***	INVESTMENT EARNINGS		0		5,052.29			0	54,013.38			0	54,013.38-
340		INTERGOVERNMENTAL REVENUE												
341		STATE												
	07 00	STREET & HIGHWAY MAINT		68,250		.00			750,750	724,055.61		96	819,000	94,944.39
	07 01	CARRYOVER OF FUNDS		35,168		.00			386,848	.00			422,020	422,020.00
	07 *	STREET & HIGHWAY MAINT		103,418		.00			1,137,598	724,055.61		64	1,241,020	516,964.39
341	**	STATE		103,418		.00			1,137,598	724,055.61		64	1,241,020	516,964.39
340	***	INTERGOVERNMENTAL REVENUE		103,418		.00			1,137,598	724,055.61			1,241,020	516,964.39
350		OTHER REVENUE												
351		MISCELLANEOUS												
351	**	MISCELLANEOUS		0		.00			0	.00			0	.00
350	***	OTHER REVENUE		0		.00			0	.00			0	.00
360		OTHER FINANCING SOURCES												
361		TRANSFER IN												
361	**	TRANSFER IN		0		.00			0	.00			0	.00
360	***	OTHER FINANCING SOURCES		0		.00			0	.00			0	.00
FUND TOTAL		STATE HIGHWAY REIMB FUND		103,418		5,052.29			1,137,598	778,068.99			1,241,020	462,951.01

TOWN OF ALTAVISTA

FUND 030		LIBRARY FUND									
ACCOUNT		ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>											
320		INVESTMENT EARNINGS									
321		INTEREST									
321	**	INTEREST		0	.00		0	.00		0	.00
320	***	INVESTMENT EARNINGS		0	.00		0	.00		0	.00
350		OTHER REVENUE									
351		MISCELLANEOUS									
351	**	MISCELLANEOUS		0	.00		0	.00		0	.00
350	***	OTHER REVENUE		0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES									
361		TRANSFER IN									
361	**	TRANSFER IN		0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES		0	.00		0	.00		0	.00
FUND TOTAL		LIBRARY FUND		0	.00		0	.00		0	.00

TOWN OF ALTAVISTA											
FUND 050		WATER & SEWER FUND									
ACCOUNT		ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS									
321		INTEREST									
02	00	INTEREST INCOME		0	19,339.71		0	295,619.73		0	295,619.73
321	**	INTEREST		0	19,339.71		0	295,619.73		0	295,619.73-
320	***	INVESTMENT EARNINGS		0	19,339.71		0	295,619.73		0	295,619.73-
330		CHARGES FOR SERVICES									
332		WATER CHARGES									
01	00	INDUSTRIAL		166,250	169,381.40	102	1,828,750	1,480,910.62	81	1,995,000	514,089.38
02	00	BUSINESS & RESIDENTIAL		29,750	12,091.51	41	327,250	233,078.75	71	357,000	123,921.25
03	00	OUTSIDE COMMUNITY		16,625	12,827.58	77	182,875	162,502.32	89	199,500	36,997.68
04	00	WATER CONNECTION FEES		179	.00		1,969	2,650.00	135	2,150	500.00-
05	00	BULK WATER PURCHASE		416	236.00	57	4,576	4,470.00	98	5,000	530.00
332	**	WATER CHARGES		213,220	194,536.49	91	2,345,420	1,883,611.69	80	2,558,650	675,038.31
333		SEWER CHARGES									
01	00	INDUSTRIAL		170,833	192,624.95	113	1,879,163	1,517,065.25	81	2,050,000	532,934.75
02	00	BUSINESS & RESIDENTIAL		25,625	10,222.78	40	281,875	208,509.00	74	307,500	98,991.00
03	00	OUTSIDE COMMUNITY		239	.00		2,629	2,497.51	95	2,870	372.49
04	00	SEWER CONNECTION FEES		166	.00		1,826	2,000.00	110	2,000	.00
05	00	SEWER SURCHARGES		12,500	3,736.25	30	137,500	196,094.97	143	150,000	46,094.97-
333	**	SEWER CHARGES		209,363	206,583.98	99	2,302,993	1,926,166.73	84	2,512,370	586,203.27
334		WATER & SEWER									
00	00	WATER & SEWER		583	95.28-	16	6,413	6,909.24	108	7,000	90.76
01	01	MONTHLY		4,416	4,202.25	95	48,576	37,530.97	77	53,000	15,469.03
01	02	QUARTERLY		12,083	195.77-	2	132,913	109,009.03	82	145,000	35,990.97
01	*	BASE RATE FEE		16,499	4,006.48	24	181,489	146,540.00	81	198,000	51,460.00
334	**	WATER & SEWER		17,082	3,911.20	23	187,902	153,449.24	82	205,000	51,550.76
330	***	CHARGES FOR SERVICES		439,665	405,031.67		4,836,315	3,963,227.66		5,276,020	1,312,792.34
340		INTERGOVERNMENTAL REVENUE									
341		STATE									
19	00	VRA		0	.00		0	90,857.50		0	90,857.50-
341	**	STATE		0	.00		0	90,857.50		0	90,857.50-
343		FEDERAL									
09	01	AMERICAN RESCUE PLAN ACT		0	.00		0	1,012,201.46		0	1,012,201.46-
09	*	CARES MONEY		0	.00		0	1,012,201.46		0	1,012,201.46-

TOWN OF ALTAVISTA

FUND 050		WATER & SEWER FUND									
ACCOUNT		ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
343	**	FEDERAL		0	.00		0	1,012,201.46		0	1,012,201.46-
340	***	INTERGOVERNMENTAL REVENUE		0	.00		0	1,103,058.96		0	1,103,058.96-
350		OTHER REVENUE									
351		MISCELLANEOUS									
	01 00	SALES OF SUPPLIES & MAT		0	.00		0	627.30		0	627.30-
	04 00	MISCELLANEOUS		1,666	46,478.29	2790	18,326	102,734.10	561	20,000	82,734.10-
	04 *	MISCELLANEOUS		1,666	46,478.29	2790	18,326	102,734.10	561	20,000	82,734.10-
351	**	MISCELLANEOUS		1,666	46,478.29	2790	18,326	103,361.40	564	20,000	83,361.40-
350	***	OTHER REVENUE		1,666	46,478.29		18,326	103,361.40		20,000	83,361.40-
360		OTHER FINANCING SOURCES									
361		TRANSFER IN									
	01 00	FROM RESERVES		583	.00		6,413	.00		7,000	7,000.00
	01 02	ARPA FUNDING		91,667	.00		1,008,337	.00		1,100,000	1,100,000.00
	01 *	FROM RESERVES		92,250	.00		1,014,750	.00		1,107,000	1,107,000.00
	03 *	GENERAL FUND		0	.00		0	.00		0	.00
	11 00	BOND PROCEEDS		484,125	.00		5,325,375	.00		5,809,500	5,809,500.00
	12 00	LOAN FORGIVENESS PRGR		170,042	.00		1,870,462	.00		2,040,500	2,040,500.00
361	**	TRANSFER IN		746,417	.00		8,210,587	.00		8,957,000	8,957,000.00
362		PROCEEDS FROM LTD									
362	**	PROCEEDS FROM LTD		0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES		746,417	.00		8,210,587	.00		8,957,000	8,957,000.00
FUND TOTAL WATER & SEWER FUND				1,187,748	470,849.67		13,065,228	5,465,267.75		14,253,020	8,787,752.25

TOWN OF ALTAVISTA

FUND 060 AGENCY / DONATION FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>										
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	.79		0	7.65		0	7.65-
321	**	INTEREST	0	.79		0	7.65		0	7.65-
320	***	INVESTMENT EARNINGS	0	.79		0	7.65		0	7.65-
350		OTHER REVENUE								
351		MISCELLANEOUS								
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
	09 00	WAR MEMORIAL FUNDING	0	.00		0	1.00		0	1.00-
361	**	TRANSFER IN	0	.00		0	1.00		0	1.00-
360	***	OTHER FINANCING SOURCES	0	.00		0	1.00		0	1.00-
FUND TOTAL AGENCY / DONATION FUND			0	.79		0	8.65		0	8.65-

TOWN OF ALTAVISTA

FUND 070 COMMUNITY IMPROV FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
	03 00	INTEREST INCOME CDBG	0	48.61		0	97.14		0	97.14-
321	**	INTEREST	0	48.61		0	97.14		0	97.14-
320	***	INVESTMENT EARNINGS	0	48.61		0	97.14		0	97.14-
330		CHARGES FOR SERVICES								
335		RECREATION								
335	**	RECREATION	0	.00		0	.00		0	.00
336		LOANS								
336	**	LOANS	0	.00		0	.00		0	.00
330	***	CHARGES FOR SERVICES	0	.00		0	.00		0	.00
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	08 03	DHCD-ARS PROGRAM	0	.00		0	89,000.00		0	89,000.00-
341	**	STATE	0	.00		0	89,000.00		0	89,000.00-
343		FEDERAL								
343	**	FEDERAL	0	.00		0	.00		0	.00
344		LOCAL GRANT FUNDS								
	01 00	CVPD	0	.00		0	126,160.00		0	126,160.00-
344	**	LOCAL GRANT FUNDS	0	.00		0	126,160.00		0	126,160.00-
340	***	INTERGOVERNMENTAL REVENUE	0	.00		0	215,160.00		0	215,160.00-
350		OTHER REVENUE								
351		MISCELLANEOUS								
	04 *	MISCELLANEOUS	0	.00		0	.00		0	.00
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
361	**	TRANSFER IN	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL COMMUNITY IMPROV FUND			0	48.61		0	215,257.14		0	215,257.14-

60

TOWN OF ALTAVISTA

FUND 090	CEMETERY FUND								
	ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****		
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ANNUAL	UNREALIZED

300	TAXES								
308	LICENSES, PERMITS & FEES								

TOWN OF ALTAVISTA

FUND 090 CEMETERY FUND			*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT DESCRIPTION			ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
02 02		BURIAL	1,437	1,050.00	73	15,807	10,025.00	63	17,250	7,225.00
308	**	LICENSES, PERMITS & FEES	1,437	1,050.00	73	15,807	10,025.00	63	17,250	7,225.00
300	***	TAXES	1,437	1,050.00		15,807	10,025.00		17,250	7,225.00
320		INVESTMENT EARNINGS								
321		INTEREST								
02 00		INTEREST INCOME	0	456.86		0	25,130.03		0	25,130.03-
321	**	INTEREST	0	456.86		0	25,130.03		0	25,130.03-
320	***	INVESTMENT EARNINGS	0	456.86		0	25,130.03		0	25,130.03-
350		OTHER REVENUE								
351		MISCELLANEOUS								
02 00		SALE OF REAL ESTATE	666	.00		7,326	1,300.00	18	8,000	6,700.00
04 00		MISCELLANEOUS	0	.00		0	25.00		0	25.00-
351	**	MISCELLANEOUS	666	.00		7,326	1,325.00	18	8,000	6,675.00
350	***	OTHER REVENUE	666	.00		7,326	1,325.00		8,000	6,675.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
03 00		GENERAL FUND	5,966	.00		65,626	.00		71,600	71,600.00
361	**	TRANSFER IN	5,966	.00		65,626	.00		71,600	71,600.00
360	***	OTHER FINANCING SOURCES	5,966	.00		65,626	.00		71,600	71,600.00
FUND TOTAL CEMETERY FUND			8,069	1,506.86		88,759	36,480.03		96,850	60,369.97
GRAND TOTAL			1,768,945	981,992.66		19,458,395	12,999,988.93		21,227,630	8,227,641.07

REPORT SELECTIONS

Fiscal year : 2024
All Funds
All Departments
All Divisions
Suppress accounts with zero balances : Y

FUND 010 GENERAL FUND			DEPT/DIV 1001 COUNCIL/COUNCIL										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				

40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	10		SALARIES AND WAGES										
	10	01	TOWN COUNCIL	2166	2166.69	100	23826	23833.59	100	.00	26000	2166.41 92	
	10	**	SALARIES AND WAGES	2166	2166.69	100	23826	23833.59	100	.00	26000	2166.41 92	
	20		BENEFITS										
	20	02	FICA	166	165.73	100	1826	1823.03	100	.00	2000	176.97 91	
	20	**	BENEFITS	166	165.73	100	1826	1823.03	100	.00	2000	176.97 91	
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	416	.00	0	4576	1750.00	38	.00	5000	3250.00 35	
	30	26	IT NETWRK/WEBSITE SUPPORT	887	.00	0	8257	9131.32	111	3891.52	9150	3872.84- 142	
	30	**	CONTRACTUAL SERVICES	1303	.00	0	12833	10881.32	85	3891.52	14150	622.84- 104	
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	208	.00	0	2288	.00	0	.00	2500	2500.00 0	
	50	16	PUBLIC OFFICIAL LIAB INSU	75	.00	0	825	900.00	109	.00	900	.00 100	
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	1375	.00	0	.00	1500	1500.00 0	
	50	32	MISCELLANEOUS	125	50.40	40	1375	406.82	30	.00	1500	1093.18 27	
	50	**	OTHER CHARGES	533	50.40	10	5863	1306.82	22	.00	6400	5093.18 20	
400	**	**	COUNCIL / PLANNING COMM	4168	2382.82	57	44348	37844.76	85	3891.52	48550	6813.72 86	
40	**	**	ADMINISTRATION	4168	2382.82	57	44348	37844.76	85	3891.52	48550	6813.72 86	
DIV	1001		TOTAL ***** COUNCIL	4168	2382.82	57	44348	37844.76	85	3891.52	48550	6813.72 86	
DEPT	10		TOTAL ***** COUNCIL	4168	2382.82	57	44348	37844.76	85	3891.52	48550	6813.72 86	

FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40		ADMINISTRATION										
401		ADMINISTRATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	39021	34895.43	89	429231	412005.68	96	.00	468260	56254.32	88
	10 04	OVERTIME	158	112.55	71	1738	735.36	42	.00	1900	1164.64	39
	10 10	PERSONAL EMPLOYEE VEH	0	461.54	0	0	5340.02	0	.00	0	5340.02-	0
	10 **	SALARIES AND WAGES	39179	35469.52	91	430969	418081.06	97	.00	470160	52078.94	89
	20	BENEFITS										
	20 02	FICA	2997	2518.75	84	32967	29273.79	89	.00	35970	6696.21	81
	20 04	VA RETIREMENT SYSTEM	4160	3015.86	73	45760	33174.46	73	.00	49920	16745.54	67
	20 06	GROUP MEDICAL INSURANCE	5225	5221.74	100	57475	68308.71	119	.00	62700	5608.71-	109
	20 08	GROUP LIFE INSURANCE	522	516.24	99	5742	5678.64	99	.00	6270	591.36	91
	20 10	WORKER'S COMP	4583	596.67	13	50413	57521.84	114	.00	55000	2521.84-	105
	20 12	EMPLOYEE EDUCATION ASSIST	41	.00	0	451	.00	0	.00	500	500.00	0
	20 14	EMPLOYEE ASSIST PROGRAM	135	.00	0	1485	1625.00	109	.00	1630	5.00	100
	20 16	OTHER EMPLOYEE BENEFITS	5043-	8330.47	165-	19527	13065.25	67	.00	14490	1424.75	90
	20 18	VRS HYBRID EMPLOYER CONTR	0	801.96	0	0	8821.56	0	.00	0	8821.56-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	288.74	0	0	3176.14	0	.00	0	3176.14-	0
	20 **	BENEFITS	12620	21290.43	169	213820	220645.39	103	.00	226480	5834.61	97
	30	CONTRACTUAL SERVICES										
	30 02	PROFESSIONAL SVCS - COBRA	750-	.00	0	750	.00	0	.00	0	.00	0
	30 04	LEGAL SERVICES	14708	5000.00	34	36788	45761.23	124	.00	51500	5738.77	89
	30 06	ADVERTISING	1916	2855.26	149	21076	13910.02	66	.00	23000	9089.98	61
	30 08	MAINTENANCE SVC CONTRACTS	7987	246.02	3	87857	93339.28	106	.00	95850	2510.72	97
	30 10	INDEPENDENT AUDITOR	1794	.00	0	19734	21525.00	109	.00	21530	5.00	100
	30 12	ENGIN & ARCHITECTURAL SVC	816	.00	0	4976	5800.00	117	.00	5800	.00	100
	30 14	MISC & PROFESSIONAL SVCS	2083	16702.79	802	22913	19452.79	85	.00	25000	5547.21	78
	30 17	RANDOM DRUG SCREENING	116	49.96	43	1276	1054.60	83	.00	1400	345.40	75
	30 26	IT NETWRK/WEBSITE SUPPORT	5966	5186.05	87	65626	57785.13	88	.00	71600	13814.87	81
	30 **	CONTRACTUAL SERVICES	34636	30040.08	87	260996	258628.05	99	.00	295680	37051.95	88
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1250	1127.27	90	13750	13158.95	96	.00	15000	1841.05	88
	50 04	HEATING SERVICES	500	180.41	36	3000	3427.85	114	.00	3500	72.15	98
	50 06	POSTAL SERVICES	1083	47.11	4	11913	9434.10	79	.00	13000	3565.90	73
	50 08	TELECOMMUNICATIONS	715-	863.99	121-	10535	7827.89	74	.00	9820	1992.11	80
	50 10	PROPERTY INSURANCE	1625	.00	0	10375	12000.00	116	.00	12000	.00	100
	50 12	MOTOR VEHICLE INSURANCE	50	.00	0	550	600.00	109	.00	600	.00	100
	50 14	SURETY BONDS	19	.00	0	209	225.00	108	.00	230	5.00	98
	50 18	GENERAL LIABILITY INSUR	981	.00	0	3891	4889.00	126	.00	4880	9.00-	100
	50 26	CONVENTIONS & EDUCATIONS	1000-	181.56	18-	4000	2701.56	68	.00	3000	298.44	90
	50 28	DUES & ASSOC MEMBERSHIPS	108-	.00	0	8812	8405.56	95	.00	8710	304.44	97
	50 30	REFUNDS	41	.00	0	451	45.00	10	.00	500	455.00	9
	50 32	MISCELLANEOUS	1541	682.86	44	11951	13958.38	117	.00	13500	458.38-	103
	50 34	MISCELLANEOUS REIMB	16	.00	0	176	122.73	70	.00	200	77.27	61
	50 **	OTHER CHARGES	5283	3083.20	58	79613	76796.02	97	.00	84940	8143.98	90

FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40		ADMINISTRATION										
401		ADMINISTRATION										
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	2170	1218.62	56	23870	16258.16	68	.00	26050	9791.84	62
	60 04	REPAIRS & MAINTENANCE	392-	1635.14	417-	20688	17851.79	86	.00	20300	2448.21	88
	60 06	FUELS & LUBRICANTS	125	.00	0	1375	434.74	32	.00	1500	1065.26	29
	60 12	BOOKS & SUBSCRIPTIONS	8	.00	0	88	66.00	75	.00	100	34.00	66
	60 **	MATERIALS & SUPPLIES	1911	2853.76	149	46021	34610.69	75	.00	47950	13339.31	72
	81	CAPITAL OUTLAY - REPLACE										
	81 04	EDP EQUIP REPLACEMENT	1975	.00	0	21725	10393.53	48	.00	23700	13306.47	44
	81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	1763.77	0	.00	0	1763.77-	0
	81 **	CAPITAL OUTLAY - REPLACE	1975	.00	0	21725	12157.30	56	.00	23700	11542.70	51
401	** **	ADMINISTRATION	95604	92736.99	97	1053144	1020918.51	97	.00	1148910	127991.49	89
40	** **	ADMINISTRATION	95604	92736.99	97	1053144	1020918.51	97	.00	1148910	127991.49	89
DIV	1101	TOTAL *****										
		ADMINISTRATION	95604	92736.99	97	1053144	1020918.51	97	.00	1148910	127991.49	89
DEPT	11	TOTAL *****										
		GENERAL GOVERNMENT	95604	92736.99	97	1053144	1020918.51	97	.00	1148910	127991.49	89

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT			YEAR-TO-DATE			ANNUAL	UNENCUMB.	%	
BA	ELE	OBJ	ACCOUNT	CURRENT								
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
<hr/>												
50		PUBLIC SAFETY										
501		POLICE DEPARTMENT										
	10	SALARIES AND WAGES										
	10 02	REGULAR	68057	60150.10	88	748627	739172.94	99	.00	816690	77517.06	91
	10 04	OVERTIME	1833	2894.99	158	20163	31734.19	157	.00	22000	9734.19	144
	10 06	DMV GRANT OVERTIME	416	1136.50	273	4576	3235.82	71	.00	5000	1764.18	65
	10 08	PD RESIDENCY STIPEND	925	1058.38	114	10175	11667.15	115	.00	11100	567.15	105
	10 12	TAKE HOME CAR PROGRAM	708	.00	0	7788	.00	0	.00	8500	8500.00	0
	10 **	SALARIES AND WAGES	71939	65239.97	91	791329	785810.10	99	.00	863290	77479.90	91
	20	BENEFITS										
	20 02	FICA	5417	4883.23	90	59587	57716.03	97	.00	65010	7293.97	89
	20 04	VA RETIREMENT SYSTEM	7242	6966.58	96	79662	75637.72	95	.00	86910	11272.28	87
	20 06	GROUP MEDICAL INSURANCE	8787	7653.20	87	96657	96104.20	99	.00	105450	9345.80	91
	20 08	GROUP LIFE INSURANCE	910	875.74	96	10010	9507.98	95	.00	10930	1422.02	87
	20 16	OTHER EMPLOYEE BENEFITS	945	.00	0	10395	9842.00	95	.00	11340	1498.00	87
	20 **	BENEFITS	23301	20378.75	88	256311	248807.93	97	.00	279640	30832.07	89
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	125	.00	0	1375	700.00	51	.00	1500	800.00	47
	30 08	MAINTENANCE SVC CONTRACTS	250	229.47	92	2750	2336.54	85	.00	3000	663.46	78
	30 16	PHYSICALS	181	.00	0	1991	1700.00	85	.00	2180	480.00	78
	30 18	R & M ELECTRONICS	16	.00	0	176	.00	0	.00	200	200.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	2210	19953.16	903	55710	59470.49	107	.00	57930	1540.49	103
	30 **	CONTRACTUAL SERVICES	2782	20182.63	726	62002	64207.03	104	.00	64810	602.97	99
50		OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	4583	2181.40	48	18913	20609.99	109	.00	23500	2890.01	88
	50 10	PROPERTY INSURANCE	708	.00	0	2788	3500.00	126	.00	3500	.00	100
	50 12	MOTOR VEHICLE INSURANCE	500	.00	0	5500	6000.00	109	.00	6000	.00	100
	50 18	GENERAL LIABILITY INSUR	916	.00	0	5076	6000.00	118	.00	6000	.00	100
	50 24	SUBSISTANCE & LODGING	417	1269.04	304	7913	6392.94	81	.00	7500	1107.06	85
	50 26	CONVENTIONS & EDUCATIONS	833	.00	0	9163	1450.00	16	.00	10000	8550.00	15
	50 28	DUES & ASSOC MEMBERSHIPS	750	.00	0	8250	7507.50	91	.00	9000	1492.50	83
	50 29	ACCREDITATION PROGRAM	375	.00	0	4125	2000.00	49	.00	4500	2500.00	44
	50 32	MISCELLANEOUS	83	860.67	1037	913	956.21	105	.00	1000	43.79	96
	50 37	COMMUNITY ENGAGEMENT	125	.00	0	1375	353.00	26	.00	1500	1147.00	24
	50 **	OTHER CHARGES	8456	4311.11	51	64016	54769.64	86	.00	72500	17730.36	76
52		GRANT EXPENSES										
	52 04	BYRNE JUSTICE GRANT	0	.00	0	0	4000.00	0	.00	0	4000.00	0
	52 **	GRANT EXPENSES	0	.00	0	0	4000.00	0	.00	0	4000.00	0
60		MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	1154	1161.62	101	12694	6269.55	49	.00	13850	7580.45	45
	60 03	K-9 MAINTENANCE	83	65.59	79	913	1020.44	112	.00	1000	20.44	102
	60 04	REPAIRS & MAINTENANCE	166	49.99	30	1826	1619.63	89	.00	2000	380.37	81
	60 06	FUELS & LUBRICANTS	3083	3254.97	106	33913	37984.50	112	.00	37000	984.50	103
	60 08	VEHICLE & EQUIP R&M	1166	6.34	1	12826	8524.30	67	.00	14000	5475.70	61
	60 10	UNIFORMS	1323	100.00	8	12153	10837.30	89	2639.00	13480	3.70	100

FUND 010 GENERAL FUND											
DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET
SUB		SUB	DESCRIPTION								UNENCUMB. BALANCE
											% BDGT
50			PUBLIC SAFETY								
501			POLICE DEPARTMENT								
	60	16	DRUG INVESTIGATING	500	413.97	83	5500	2413.97	44	.00	6000
	60	25	SMALL EQUIPMENT	125	.00	0	1375	.00	0	.00	1500
	60	48	AMMUNITION & BATTERIES	666	.00	0	7326	7884.62	108	.00	8000
	60	**	MATERIALS & SUPPLIES	8266	5052.48	61	88526	76554.31	87	2639.00	96830
											3586.03
											40
	81		CAPITAL OUTLAY - REPLACE								
	81	02	VEHICLE REPLACEMENT	9166	.00	0	100826	140.00	0	.00	110000
	81	**	CAPITAL OUTLAY - REPLACE	9166	.00	0	100826	140.00	0	.00	110000
											109860.00
											0
	82		CAPITAL OUTLAY - NEW								
	82	02	VEHICLE	0	.00	0	0	208397.69	0	2582.60	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	208397.69	0	2582.60	0
											210980.29-
											0
501	**	**	POLICE DEPARTMENT	123910	115164.94	93	1363010	1442686.70	106	5221.60	1487070
											39161.70
											97
50	**	**	PUBLIC SAFETY	123910	115164.94	93	1363010	1442686.70	106	5221.60	1487070
											39161.70
											97
DIV	3101		TOTAL *****								
			POLICE DEPARTMENT	123910	115164.94	93	1363010	1442686.70	106	5221.60	1487070
											39161.70
											97
DEPT	31		TOTAL *****								
			PUBLIC SAFETY	123910	115164.94	93	1363010	1442686.70	106	5221.60	1487070
											39161.70
											97

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS									
BA ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60												
601		OPERATIONS & MAINTENANCE										
	10	SALARIES AND WAGES										
	10 02	REGULAR	67777	54288.87	80	745547	625018.49	84	.00	813330	188311.51	77
	10 04	OVERTIME	858	1120.65	131	9438	7976.31	85	.00	10300	2323.69	77
	10 **	SALARIES AND WAGES	68635	55409.52	81	754985	632994.80	84	.00	823630	190635.20	77
	20	BENEFITS										
	20 02	FICA	5250	4453.61	85	57750	42002.63	73	.00	63010	21007.37	67
	20 04	VA RETIREMENT SYSTEM	6817	1969.88	29	74987	10628.68	14	.00	81810	71181.32	13
	20 06	GROUP MEDICAL INSURANCE	7058	7218.94	102	77638	68364.57	88	.00	84700	16335.43	81
	20 08	GROUP LIFE INSURANCE	856	848.05	99	9416	7433.71	79	.00	10280	2846.29	72
	20 18	VRS HYBRID EMPLOYER CONTR	0	3937.08	0	0	39060.53	0	.00	0	39060.53-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	840.13	0	0	9076.33	0	.00	0	9076.33-	0
	20 **	BENEFITS	19981	19267.69	96	219791	176566.45	80	.00	239800	63233.55	74
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	120	175.40	146	5120	2202.83	43	.00	5240	3037.17	42
	30 12	ENGIN & ARCHITECTURAL SVC	4791	.00	0	8951	7570.40	85	.00	13750	6179.60	55
	30 16	PHYSICALS	58	.00	0	638	719.96	113	.00	700	19.96-	103
	30 18	R & M ELECTRONICS	91	.00	0	1001	697.51	70	.00	1100	402.49	63
	30 36	MOWING CONTRACT	3708	5400.00	146	40788	33050.00	81	.00	44500	11450.00	74
	30 38	TUB GRINDING BRUSH	2459-	.00	0	26701	.00	0	.00	24250	24250.00	0
	30 40	RECURRING LEASE AGREEMENT	80	.00	0	880	.00	0	.00	960	960.00	0
	30 **	CONTRACTUAL SERVICES	6389	5575.40	87	84079	44240.70	53	.00	90500	46259.30	49
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	2459	1110.80	45	8549	8878.09	104	.00	11010	2131.91	81
	50 10	PROPERTY INSURANCE	1208	.00	0	5788	7000.00	121	.00	7000	.00	100
	50 12	MOTOR VEHICLE INSURANCE	1000	.00	0	11000	12000.00	109	.00	12000	.00	100
	50 24	SUBSISTANCE & LODGING	41	.00	0	451	.00	0	.00	500	500.00	0
	50 26	CONVENTIONS & EDUCATIONS	250-	.00	0	2250	686.00	31	.00	2000	1314.00	34
	50 32	MISCELLANEOUS	41	175.00	427	451	341.42	76	.00	500	158.58	68
	50 38	INVENTORY OVER / SHORT	0	.00	0	0	2283.18-	0	.00	0	2283.18	0
	50 **	OTHER CHARGES	4499	1285.80	29	28489	26622.33	93	.00	33010	6387.67	81
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	612	356.12	58	6732	2558.33	38	.00	7350	4791.67	35
	60 05	FUEL PUMPS	191	.00	0	2101	.00	0	.00	2300	2300.00	0
	60 06	FUELS & LUBRICANTS	4583	1901.22	42	50413	24603.80	49	.00	55000	30396.20	45
	60 08	VEHICLE / EQUIP R&M	1833	2273.49	124	35163	26505.17	75	.00	37000	10494.83	72
	60 10	UNIFORMS	1041	762.65	73	11451	12335.33	108	.00	12500	164.67	99
	60 11	SAFETY EQUIP & PROGRAMS	291	.00	0	3201	2875.23	90	.00	3500	624.77	82
	60 20	STREET LT OPER SUPPLIES	2583	2490.90	96	28413	28003.27	99	.00	31000	2996.73	90
	60 22	HIGHWAY, STRT & SIDEWALKS	166	792.49	477	16826	9534.78	57	.00	17000	7465.22	56
	60 23	EQUIPMENT RENTAL	354	.00	0	3894	975.00	25	.00	4250	3275.00	23
	60 28	STORM DRAINAGE	250	.00	0	2750	1125.00	41	.00	3000	1875.00	38
	60 30	ENGINEERING R & M	83	.00	0	913	.00	0	.00	1000	1000.00	0
	60 34	TRAIN STATION SUPPLIES	291	357.97	123	3201	2538.41	79	.00	3500	961.59	73
	60 36	PAVEMENT	4166	262.98	6	45826	875.57	2	.00	50000	49124.43	2

FUND 010 GENERAL FUND											
DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
601	OPERATIONS & MAINTENANCE										
60 40	TRAFFIC CONTROL DEVICE	250	.00	0	2750	401.79	15	.00	3000	2598.21	13
60 44	SNOW & ICE REMOVAL	166	.00	0	1826	45.92	3	.00	2000	1954.08	2
60 52	DECORATIVE STREET LIGHTS	533	190.87	36	5863	6626.95	113	.00	6400	226.95-	104
60 **	MATERIALS & SUPPLIES	17393	9388.69	54	221323	119004.55	54	.00	238800	119795.45	50
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	1406	.00	0	15466	.00	0	.00	16880	16880.00	0
81 06	MACHINERY & EQUIPMENT	3375	14.00	0	37125	7736.72	21	2050.67	40500	30712.61	24
81 30	IMPRVMNTS OTHER THAN BLDG	9331	66578.00	714	57241	66578.00	116	.00	66580	2.00	100
81 **	CAPITAL OUTLAY - REPLACE	14112	66592.00	472	109832	74314.72	68	2050.67	123960	47594.61	62
82	CAPITAL OUTLAY - NEW										
82 06	MACHINERY & EQUIPMENT	1165-	.00	0	32585	26166.84	80	.00	31420	5253.16	83
82 **	CAPITAL OUTLAY - NEW	1165-	.00	0	32585	26166.84	80	.00	31420	5253.16	83
90	DEBT SERVICE										
90 02	PRINCIPAL	1416	.00	0	15576	17000.00	109	.00	17000	.00	100
90 04	INTEREST	397	.00	0	4367	4765.59	109	.00	4770	4.41	100
90 **	DEBT SERVICE	1813	.00	0	19943	21765.59	109	.00	21770	4.41	100
601 ** **	OPERATIONS & MAINTENANCE	131657	157519.10	120	1471027	1121675.98	76	2050.67	1602890	479163.35	70
60 ** **		131657	157519.10	120	1471027	1121675.98	76	2050.67	1602890	479163.35	70
DIV 4101	TOTAL *****										
	MAIN OF STREETS & HWYS	131657	157519.10	120	1471027	1121675.98	76	2050.67	1602890	479163.35	70

FUND 010 GENERAL FUND											
DEPT/DIV 4102 PUBLIC WORKS/SANITATION & WASTE REM											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
601	OPERATIONS & MAINTENANCE										
60	MATERIALS & SUPPLIES										
60 06	FUELS & LUBRICANTS	1666	1939.58	116	18326	17671.89	96	.00	20000	2328.11	88
60 08	VEHICLE / EQUIP R&M	2500	862.07	35	27500	30643.50	111	.00	30000	643.50	102
60 18	SUPPLIES	70	.00	0	770	478.03	62	.00	840	361.97	57
60 26	LITTER EXPENSES	166	.00	0	1826	164.37	9	.00	2000	1835.63	8
60 **	MATERIALS & SUPPLIES	4402	2801.65	64	48422	48957.79	101	.00	52840	3882.21	93
81	CAPITAL OUTLAY - REPLACE										
81 06	MACHINERY & EQUIPMENT	416	.00	0	4576	3781.00	83	.00	5000	1219.00	76
81 **	CAPITAL OUTLAY - REPLACE	416	.00	0	4576	3781.00	83	.00	5000	1219.00	76
601 ** **	OPERATIONS & MAINTENANCE	4818	2801.65	58	52998	52738.79	100	.00	57840	5101.21	91
60 ** **		4818	2801.65	58	52998	52738.79	100	.00	57840	5101.21	91
DIV 4102	TOTAL *****										
	SANITATION & WASTE REM	4818	2801.65	58	52998	52738.79	100	.00	57840	5101.21	91

FUND 010 GENERAL FUND			DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT

60												
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 22	LANDSCAPING CONTRACTS	1250	.00	0	13750	7662.56	56	.00	15000	7337.44	51
	30 **	CONTRACTUAL SERVICES	1250	.00	0	13750	7662.56	56	.00	15000	7337.44	51
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	666	618.50	93	7326	8136.80	111	.00	8000	136.80	102
	50 04	HEATING SERVICES	166	36.21	22	1826	506.00	28	.00	2000	1494.00	25
	50 **	OTHER CHARGES	832	654.71	79	9152	8642.80	94	.00	10000	1357.20	86
	60	MATERIALS & SUPPLIES										
	60 18	SUPPLIES	666	819.62	123	7326	6441.96	88	.00	8000	1558.04	81
	60 24	SMALL TOOLS	333	1047.50	315	3663	3308.72	90	.00	4000	691.28	83
	60 **	MATERIALS & SUPPLIES	999	1867.12	187	10989	9750.68	89	.00	12000	2249.32	81
601	** **	OPERATIONS & MAINTENANCE	3081	2521.83	82	33891	26056.04	77	.00	37000	10943.96	70
60	** **		3081	2521.83	82	33891	26056.04	77	.00	37000	10943.96	70
DIV	4103	TOTAL *****										
		MAIN OF BLDGS & GROUNDS	3081	2521.83	82	33891	26056.04	77	.00	37000	10943.96	70

FUND 010 GENERAL FUND			DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60													
602			PARKS, RECREAT & CULTURAL										
	30		CONTRACTUAL SERVICES										
	30	26	IT NETWRK/WEBSITE SUPPORT	1560	260.00	17	1560	2860.00	183	.00	3120	260.00	92
	30	42	TREE REMOVAL & PRUNING	458	.00	0	5038	932.14	19	.00	5500	4567.86	17
	30	**	CONTRACTUAL SERVICES	2018	260.00	13	6598	3792.14	58	.00	8620	4827.86	44
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1416	951.81	67	15576	14055.38	90	.00	17000	2944.62	83
	50	04	HEATING SERVICES	256	71.71	28	916	1016.31	111	.00	1180	163.69	86
	50	08	TELECOMMUNICATIONS	346	160.16	46	3806	1041.60	27	.00	4160	3118.40	25
	50	34	MISCELLANEOUS REIMB	41	.00	0	451	100.19	22	.00	500	399.81	20
	50	**	OTHER CHARGES	2059	1183.68	58	20749	16213.48	78	.00	22840	6626.52	71
	60		MATERIALS & SUPPLIES										
	60	18	SUPPLIES	2500	4335.56	173	27500	25640.33	93	.00	30000	4359.67	86
	60	52	DECORATIVE STREET LIGHTS	50	.00	0	50	.00	0	.00	100	100.00	0
	60	53	MULCH & LANDSCAPING STONE	666	999.00	150	7326	5111.18	70	.00	8000	2888.82	64
	60	54	PLAYGROUND EQUIPMENT	125	.00	0	1375	.00	0	.00	1500	1500.00	0
	60	55	SPLASH PAD	608	955.48	157	5188	6218.20	120	.00	5800	418.20-	107
	60	56	WAR MEMORIAL BALLFIELD	416	243.35	59	4576	2197.81	48	.00	5000	2802.19	44
	60	57	CANOE LAUNCH	395	180.00	46	1645	2044.51	124	.00	2040	4.51-	100
	60	58	SPECIAL EVENTS	125	240.64	193	1375	447.23	33	.00	1500	1052.77	30
	60	**	MATERIALS & SUPPLIES	4885	6954.03	142	49035	41659.26	85	.00	53940	12280.74	77
	81		CAPITAL OUTLAY - REPLACE										
	81	08	FUNITURE & FIXTURES	0	.00	0	0	11213.53	0	.00	0	11213.53-	0
	81	18	BUILDING	0	.00	0	0	5020.00	0	.00	0	5020.00-	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	16233.53	0	.00	0	16233.53-	0
	82		CAPITAL OUTLAY - NEW										
	82	04	EDP EQUIPMENT	0	.00	0	0	5391.25	0	.00	0	5391.25-	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	5391.25	0	.00	0	5391.25-	0
602	**	**	PARKS, RECREAT & CULTURAL	8962	8397.71	94	76382	83289.66	109	.00	85400	2110.34	98
60	**	**		8962	8397.71	94	76382	83289.66	109	.00	85400	2110.34	98
DIV	4104	TOTAL	*****										
			PARKS & RECREATION	8962	8397.71	94	76382	83289.66	109	.00	85400	2110.34	98

FUND 010 GENERAL FUND				DEPT/DIV 4105 PUBLIC WORKS/AVOCA								
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				

60												
609		AVOCA										
	50	OTHER CHARGES										
	50 81	GRANT PURCHASES	0	.00	0	0	815.71	0	.00	0	815.71-	0
	50 **	OTHER CHARGES	0	.00	0	0	815.71	0	.00	0	815.71-	0
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	833	6480.97	778	9163	31822.41	347	.00	10000	21822.41-	318
	60 **	MATERIALS & SUPPLIES	833	6480.97	778	9163	31822.41	347	.00	10000	21822.41-	318
	81	CAPITAL OUTLAY - REPLACE										
	81 30	IMPRVMNTS OTHER THAN BLDG	5833	.00	0	64163	.00	0	.00	70000	70000.00	0
	81 **	CAPITAL OUTLAY - REPLACE	5833	.00	0	64163	.00	0	.00	70000	70000.00	0
609	** **	AVOCA	6666	6480.97	97	73326	32638.12	45	.00	80000	47361.88	41
60	** **		6666	6480.97	97	73326	32638.12	45	.00	80000	47361.88	41
DIV	4105	TOTAL *****										
		AVOCA	6666	6480.97	97	73326	32638.12	45	.00	80000	47361.88	41

FUND 010 GENERAL FUND			DEPT/DIV 4106 PUBLIC WORKS/CULTURAL										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60													
602			PARKS, RECREAT & CULTURAL										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	110	53.31	49	610	690.86	113	.00	720	29.14	96
	50	**	OTHER CHARGES	110	53.31	49	610	690.86	113	.00	720	29.14	96
602	**	**	PARKS, RECREAT & CULTURAL	110	53.31	49	610	690.86	113	.00	720	29.14	96
60	**	**		110	53.31	49	610	690.86	113	.00	720	29.14	96
DIV	4106		TOTAL *****										
			CULTURAL	110	53.31	49	610	690.86	113	.00	720	29.14	96

FUND 010 GENERAL FUND			DEPT/DIV 4108 PUBLIC WORKS/LIBRARY								
BA ELE OBJ			ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****		
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET

60											
601			OPERATIONS & MAINTENANCE								
	30		CONTRACTUAL SERVICES								
	30	44	CUSTODIAL SERVICES	1166	.00	0	12826	10530.00	82	.00	14000
	30	**	CONTRACTUAL SERVICES	1166	.00	0	12826	10530.00	82	.00	14000
	60		MATERIALS & SUPPLIES								
	60	04	REPAIRS & MAINTENANCE	1250	738.91	59	13750	2999.08	22	7425.00	15000
	60	**	MATERIALS & SUPPLIES	1250	738.91	59	13750	2999.08	22	7425.00	15000
601	**	**	OPERATIONS & MAINTENANCE	2416	738.91	31	26576	13529.08	51	7425.00	29000
60	**	**		2416	738.91	31	26576	13529.08	51	7425.00	29000
DIV	4108		TOTAL *****								
			LIBRARY	2416	738.91	31	26576	13529.08	51	7425.00	29000
DEPT	41		TOTAL *****								
			PUBLIC WORKS	157710	178513.48	113	1734810	1330618.53	77	9475.67	1892850

FUND 010 GENERAL FUND											
DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40	ADMINISTRATION										
403	PUBLIC TRANSPORTATION										
10	SALARIES AND WAGES										
10 02	REGULAR	8672	7558.03	87	95392	95884.38	101	.00	104070	8185.62	92
10 **	SALARIES AND WAGES	8672	7558.03	87	95392	95884.38	101	.00	104070	8185.62	92
20	BENEFITS										
20 02	FICA	663	585.31	88	7293	6956.60	95	.00	7960	1003.40	87
20 04	VA RETIREMENT SYSTEM	539	520.66	97	5929	5727.26	97	.00	6470	742.74	89
20 06	GROUP MEDICAL INSURANCE	1225	662.76	54	13475	7290.36	54	.00	14700	7409.64	50
20 08	GROUP LIFE INSURANCE	68	67.74	100	748	745.14	100	.00	820	74.86	91
20 10	WORKER'S COMP	141	.00	0	1551	1733.00	112	.00	1700	33.00-	102
20 18	VRS HYBRID EMPLOYER CONTR	0	12.42	0	0	136.62	0	.00	0	136.62-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	6.08	0	0	66.88	0	.00	0	66.88-	0
20 **	BENEFITS	2636	1854.97	70	28996	22655.86	78	.00	31650	8994.14	72
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	83	.00	0	913	.00	0	.00	1000	1000.00	0
30 08	MAINTENANCE SVC CONTRACTS	41	.00	0	451	.00	0	.00	500	500.00	0
30 14	MISC & PROFESSIONAL SVCS	25	.00	0	275	.00	0	.00	300	300.00	0
30 16	PHYSICALS	223	.00	0	453	464.84	103	.00	680	215.16	68
30 **	CONTRACTUAL SERVICES	372	.00	0	2092	464.84	22	.00	2480	2015.16	19
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	100	30.39	30	1100	833.39	76	.00	1200	366.61	69
50 12	MOTOR VEHICLE INSURANCE	141	.00	0	1551	1700.00	110	.00	1700	.00	100
50 24	SUBSISTANCE & LODGING	25	.00	0	275	.00	0	.00	300	300.00	0
50 26	CONVENTIONS & EDUCATIONS	62	.00	0	682	93.01	14	.00	750	656.99	12
50 28	DUES & ASSOC MEMBERSHIPS	12	.00	0	132	.00	0	.00	150	150.00	0
50 **	OTHER CHARGES	340	30.39	9	3740	2626.40	70	.00	4100	1473.60	64
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	320	.00	0	3520	1671.26	48	.00	3850	2178.74	43
60 06	FUELS & LUBRICANTS	2174	1642.84	76	30414	17885.42	59	.00	32590	14704.58	55
60 08	VEHICLE & EQUIP R&M	1033	1521.67	147	6863	7701.19	112	.00	7900	198.81	98
60 14	OTHER OPERATING SUPPLIES	41	.00	0	451	.00	0	.00	500	500.00	0
60 18	SUPPLIES	25	.00	0	275	40.19	15	.00	300	259.81	13
60 **	MATERIALS & SUPPLIES	3593	3164.51	88	41523	27298.06	66	.00	45140	17841.94	61
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	0	134158.00	0	0	134158.00	0	.00	0	134158.00-	0
81 **	CAPITAL OUTLAY - REPLACE	0	134158.00	0	0	134158.00	0	.00	0	134158.00-	0
403 ** **	PUBLIC TRANSPORTATION	15613	146765.90	940	171743	283087.54	165	.00	187440	95647.54-	151
40 ** **	ADMINISTRATION	15613	146765.90	940	171743	283087.54	165	.00	187440	95647.54-	151
DIV 6101	TOTAL ***** OPERATIONS	15613	146765.90	940	171743	283087.54	165	.00	187440	95647.54-	151

FUND 010 GENERAL FUND			DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
DEPT	61	TOTAL *****										
		PUBLIC TRANSPORTATION	15613	146765.90	940	171743	283087.54	165	.00	187440	95647.54-	151

FUND 010 GENERAL FUND											
DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40	ADMINISTRATION										
405	ECONOMIC DEVELOPMENT										
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	1396	.00	0	18056	59.99	0	.00	19460	19400.01	0
30 07	RT 29 SIGNAGE	400	.00	0	4400	4800.00	109	.00	4800	.00	100
30 14	MISC & PROFESSIONAL SVCS	416	.00	0	4576	25750.00	563	.00	5000	20750.00	515
30 **	CONTRACTUAL SERVICES	2212	.00	0	27032	30609.99	113	.00	29260	1349.99	105
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	50	9.56	19	50	65.19	130	.00	100	34.81	65
50 32	MISCELLANEOUS	220	130.77	59	220	440.72	200	.00	440	.72	100
50 63	ECONOMIC INCENTIVES	791	.00	0	8701	.00	0	.00	9500	9500.00	0
50 91	DWNTWN DIST - MISC	1250	.00	0	13750	4495.00	33	.00	15000	10505.00	30
50 93	GRANT PROGRAM FUNDING	1250	.00	0	13750	.00	0	.00	15000	15000.00	0
50 **	OTHER CHARGES	3561	140.33	4	36471	5000.91	14	.00	40040	35039.09	13
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	0	130.77	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	130.77	0	0	.00	0	.00	0	.00	0
82	CAPITAL OUTLAY - NEW										
82 16	LAND	0	5750.00	0	0	.00	0	.00	0	.00	0
82 18	BUILDING	833	3500.00	420	9163	348392.44	3802	.00	10000	338392.44	3484
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	123283.93	0	.00	0	123283.93	0
82 42	VISTA LEGGETT BLDG	0	125.00	0	0	9260.09	0	.00	0	9260.09	0
82 **	CAPITAL OUTLAY - NEW	833	2125.00	255	9163	480936.46	5249	.00	10000	470936.46	4809
405 ** **	ECONOMIC DEVELOPMENT	6606	2115.44	32	72666	516547.36	711	.00	79300	437247.36	651
40 ** **	ADMINISTRATION	6606	2115.44	32	72666	516547.36	711	.00	79300	437247.36	651
DIV 7101	TOTAL *****										
	ECONOMIC DEVELOPMENT	6606	2115.44	32	72666	516547.36	711	.00	79300	437247.36	651
DEPT 71	TOTAL *****										
	ECONOMIC DEVELOPMENT	6606	2115.44	32	72666	516547.36	711	.00	79300	437247.36	651

FUND 010 GENERAL FUND			DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB			DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40			ADMINISTRATION										
408			COMMUNITY DEVELOPMENT										
	10		SALARIES AND WAGES										
	10	02	REGULAR	6940	1800.00	26	76340	168572.33	221	.00	83280	85292.33-	202
	10	**	SALARIES AND WAGES	6940	1800.00	26	76340	168572.33	221	.00	83280	85292.33-	202
	20		BENEFITS										
	20	02	FICA	530	141.53	27	5830	8198.48	141	.00	6370	1828.48-	129
	20	04	VA RETIREMENT SYSTEM	740	.00	0	8140	.00	0	.00	8880	8880.00	0
	20	06	GROUP MEDICAL INSURANCE	560	.00	0	6160	2380.20	39	.00	6730	4349.80	35
	20	08	GROUP LIFE INSURANCE	93	.00	0	1023	372.00	36	.00	1120	748.00	33
	20	18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	2542.88	0	.00	0	2542.88-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	416.40	0	.00	0	416.40-	0
	20	**	BENEFITS	1923	141.53	7	21153	13909.96	66	.00	23100	9190.04	60
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	1166	1151.85	99	5326	6456.78	121	.00	6500	43.22	99
	30	14	MISC & PROFESSIONAL SVCS	1250	.00	0	13750	7079.06	52	.00	15000	7920.94	47
	30	36	MOWING CONTRACT	84-	.00	0	6576	.00	0	.00	6500	6500.00	0
	30	40	RECURRING LEASE AGREEMENT	208	.00	0	2288	.00	0	.00	2500	2500.00	0
	30	**	CONTRACTUAL SERVICES	2540	1151.85	45	27940	13535.84	48	.00	30500	16964.16	44
	50		OTHER CHARGES										
	50	06	POSTAL SERVICES	83	.00	0	913	.00	0	.00	1000	1000.00	0
	50	08	TELECOMMUNICATIONS	83	61.79	74	913	577.41	63	.00	1000	422.59	58
	50	24	SUBSISTANCE & LODGING	125	.00	0	1375	.00	0	.00	1500	1500.00	0
	50	26	CONVENTIONS & EDUCATIONS	208	.00	0	2288	410.75	18	.00	2500	2089.25	16
	50	28	DUES & ASSOC MEMBERSHIPS	70	.00	0	770	.00	0	.00	850	850.00	0
	50	32	MISCELLANEOUS	833	600.00	72	9163	1106.85	12	.00	10000	8893.15	11
	50	**	OTHER CHARGES	1402	661.79	47	15422	2095.01	14	.00	16850	14754.99	12
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	208	.00	0	2288	86.25	4	.00	2500	2413.75	4
	60	06	FUELS & LUBRICANTS	125	.00	0	1375	40.48	3	.00	1500	1459.52	3
	60	12	BOOKS & SUBSCRIPTIONS	41	.00	0	451	.00	0	.00	500	500.00	0
	60	**	MATERIALS & SUPPLIES	374	.00	0	4114	126.73	3	.00	4500	4373.27	3
408	**	**	COMMUNITY DEVELOPMENT	13179	3755.17	29	144969	198239.87	137	.00	158230	40009.87-	125
40	**	**	ADMINISTRATION	13179	3755.17	29	144969	198239.87	137	.00	158230	40009.87-	125
DIV	7201	TOTAL	*****										
			COMMUNITY DEVELOPMENT	13179	3755.17	29	144969	198239.87	137	.00	158230	40009.87-	125

FUND 010 GENERAL FUND			DEPT/DIV 7203 COMMUNITY DEVELOPMENT/PLANNING COMMISSION									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40		ADMINISTRATION										
400		COUNCIL / PLANNING COMM										
	50	OTHER CHARGES										
	50 24	SUBSISTANCE & LODGING	91	.00	0	1001	.00	0	.00	1100	1100.00	0
	50 26	CONVENTIONS & EDUCATIONS	45	.00	0	495	.00	0	.00	550	550.00	0
	50 36	PLANNING COMMISSION	745	450.00	60	8195	3475.00	42	.00	8950	5475.00	39
	50 **	OTHER CHARGES	881	450.00	51	9691	3475.00	36	.00	10600	7125.00	33
400	** **	COUNCIL / PLANNING COMM	881	450.00	51	9691	3475.00	36	.00	10600	7125.00	33
40	** **	ADMINISTRATION	881	450.00	51	9691	3475.00	36	.00	10600	7125.00	33
DIV	7203	TOTAL *****										
		PLANNING COMMISSION	881	450.00	51	9691	3475.00	36	.00	10600	7125.00	33

FUND 010 GENERAL FUND											
DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER											
*****CURRENT*****			*****YEAR-TO-DATE*****								
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40	ADMINISTRATION										
409	COMMUNITY DEVELOPMENT										
10	SALARIES AND WAGES										
10 02	REGULAR	4460	3604.40	81	49060	31623.39	65	.00	53530	21906.61	59
10 **	SALARIES AND WAGES	4460	3604.40	81	49060	31623.39	65	.00	53530	21906.61	59
20	BENEFITS										
20 02	FICA	340	267.76	79	3740	2573.94	69	.00	4090	1516.06	63
20 04	VA RETIREMENT SYSTEM	475	.00	0	5225	.00	0	.00	5710	5710.00	0
20 06	GROUP MEDICAL INSURANCE	560	560.40	100	6160	5726.60	93	.00	6730	1003.40	85
20 08	GROUP LIFE INSURANCE	60	50.26	84	660	402.08	61	.00	720	317.92	56
20 18	VRS HYBRID EMPLOYER CONTR	0	362.34	0	0	2898.72	0	.00	0	2898.72-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	37.50	0	0	300.00	0	.00	0	300.00-	0
20 **	BENEFITS	1435	1278.26	89	15785	11901.34	75	.00	17250	5348.66	69
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	833	59.99	7	9163	2730.08	30	.00	10000	7269.92	27
30 08	MAINTENANCE SVC CONTRACTS	0	1225.99	0	0	13361.97	0	.00	0	13361.97-	0
30 14	MISC & PROFESSIONAL SVCS	500	.00	0	5500	5590.00	102	.00	6000	410.00	93
30 26	IT NETWRK/WEBSITE SUPPORT	550	392.40	71	6050	4918.96	81	.00	6600	1681.04	75
30 40	RECURRING LEASE AGREEMENT	317	258.91	82	3487	2345.17	67	.00	3800	1454.83	62
30 **	CONTRACTUAL SERVICES	2200	1937.29	88	24200	28946.18	120	.00	26400	2546.18-	110
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1000	235.46	24	11000	3401.45	31	.00	12000	8598.55	28
50 04	HEATING SERVICES	541	159.37	30	5951	2185.57	37	.00	6500	4314.43	34
50 06	POSTAL SERVICES	62	1.63	3	682	187.63	28	.00	750	562.37	25
50 08	TELECOMMUNICATIONS	553	41.66	8	6083	416.57	7	.00	6640	6223.43	6
50 10	PROPERTY INSURANCE	41	.00	0	451	500.00	111	.00	500	.00	100
50 24	SUBSISTANCE & LODGING	166	.00	0	1826	.00	0	.00	2000	2000.00	0
50 26	CONVENTIONS & EDUCATIONS	166	.00	0	1826	399.00	22	.00	2000	1601.00	20
50 32	MISCELLANEOUS	375	.00	0	4125	415.27	10	.00	4500	4084.73	9
50 37	COMMUNITY ENGAGEMENT	833	.00	0	9163	1036.42	11	.00	10000	8963.58	10
50 93	GRANT PROGRAM FUNDING	0	1522.98	0	0	7119.73	0	750.00	0	7869.73-	0
50 **	OTHER CHARGES	3737	1961.10	53	41107	15661.64	38	750.00	44890	28478.36	37
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	1083	646.77	60	11913	4005.59	34	604.00	13000	8390.41	36
60 04	REPAIRS & MAINTENANCE	766	868.86	113	8426	7836.95	93	1191.00	9200	172.05	98
60 **	MATERIALS & SUPPLIES	1849	1515.63	82	20339	11842.54	58	1795.00	22200	8562.46	61
409 ** **	COMMUNITY DEVELOPMENT	13681	10296.68	75	150491	99975.09	66	2545.00	164270	61749.91	62
40 ** **	ADMINISTRATION	13681	10296.68	75	150491	99975.09	66	2545.00	164270	61749.91	62
DIV 7204	TOTAL ***** SPARK INNOVATION CENTER	13681	10296.68	75	150491	99975.09	66	2545.00	164270	61749.91	62
DEPT 72	TOTAL ***** COMMUNITY DEVELOPMENT	27741	14501.85	52	305151	301689.96	99	2545.00	333100	28865.04	91

FUND 010 GENERAL FUND			DEPT/DIV 9101 NON DEPARTMENT/CONTRIBUTIONS										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

80			NON DEPARTMENT										
801			NON DEPARTMENTAL										
	50		OTHER CHARGES										
	50	32	MISCELLANEOUS	466	22500.00	-4828-	5126	5184.00	101	.00	5600	416.00	93
	50	62	CONTRIBUTION - SENIOR CTR	83	.00	0	913	1000.00	110	.00	1000	.00	100
	50	70	RECREATION PROGRAM	8333	.00	0	91663	100000.00	109	.00	100000	.00	100
	50	71	CONTRIBUTION - CHAMBER	3750	22500.00	600	41250	22500.00	55	.00	45000	22500.00	50
	50	72	CONTRIBUTION - FIRE DEPT	1250	.00	0	13750	15209.00	111	.00	15000	209.00-	101
	50	73	CONTRIBUTION - AVOCA	6845	.00	0	75295	82140.00	109	.00	82140	.00	100
	50	74	CONTRIBUTION-MAIN ST PGM	4598	.00	0	50578	.00	0	.00	55180	55180.00	0
	50	75	CONTRIBUTION - SBDC	500	.00	0	5500	6000.00	109	.00	6000	.00	100
	50	**	OTHER CHARGES	25825	.00	0	284075	232033.00	82	.00	309920	77887.00	75
801	**	**	NON DEPARTMENTAL	25825	.00	0	284075	232033.00	82	.00	309920	77887.00	75
80	**	**	NON DEPARTMENT	25825	.00	0	284075	232033.00	82	.00	309920	77887.00	75
DIV	9101		TOTAL *****										
			CONTRIBUTIONS	25825	.00	0	284075	232033.00	82	.00	309920	77887.00	75

FUND 010 GENERAL FUND											
DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

80	NON DEPARTMENT										
801	NON DEPARTMENTAL										
50	OTHER CHARGES										
50 96	INSURANCE CLAIM	0	.00	0	0	6869.49	0	5836.82	0	12706.31-	0
50 **	OTHER CHARGES	0	.00	0	0	6869.49	0	5836.82	0	12706.31-	0
60	MATERIALS & SUPPLIES										
60 06	FUELS & LUBRICANTS	1083	1655.95	153	11913	14001.62	118	.00	13000	1001.62-	108
60 **	MATERIALS & SUPPLIES	1083	1655.95	153	11913	14001.62	118	.00	13000	1001.62-	108
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	97805.00	0	0	119044.48	0	.00	0	119044.48-	0
82 **	CAPITAL OUTLAY - NEW	0	97805.00	0	0	119044.48	0	.00	0	119044.48-	0
801 ** **	NON DEPARTMENTAL	1083	99460.95	9184	11913	139915.59	1175	5836.82	13000	132752.41-	1121
802	TRANSFER OUT										
70	TRANSFER OUT										
70 01	TO CEMETERY FUND	5966	.00	0	65626	.00	0	.00	71600	71600.00	0
70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	59576	.00	0	.00	65000	65000.00	0
70 10	WAR MEMORIAL ACCT	0	.00	0	0	1.00	0	.00	0	1.00-	0
70 **	TRANSFER OUT	11382	.00	0	125202	1.00	0	.00	136600	136599.00	0
802 ** **	TRANSFER OUT	11382	.00	0	125202	1.00	0	.00	136600	136599.00	0
80 ** **	NON DEPARTMENT	12465	99460.95	798	137115	139916.59	102	5836.82	149600	3846.59	97
DIV 9102	TOTAL *****										
	NON DEPARTMENT	12465	99460.95	798	137115	139916.59	102	5836.82	149600	3846.59	97

FUND 010 GENERAL FUND			DEPT/DIV 9105 NON DEPARTMENT/AVOCA										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

80			NON DEPARTMENT										
801			NON DEPARTMENTAL										
	81		CAPITAL OUTLAY - REPLACE										
	81	18	BUILDING	0	.00	0	0	18900.00	0	.00	0	18900.00-	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	18900.00	0	.00	0	18900.00-	0
801	**	**	NON DEPARTMENTAL	0	.00	0	0	18900.00	0	.00	0	18900.00-	0
80	**	**	NON DEPARTMENT	0	.00	0	0	18900.00	0	.00	0	18900.00-	0
DIV	9105	TOTAL	*****										
		AVOCA		0	.00	0	0	18900.00	0	.00	0	18900.00-	0
DEPT	91	TOTAL	*****										
		NON DEPARTMENT		38290	99460.95	260	421190	390849.59	93	5836.82	459520	62833.59	86
FUND	010	TOTAL	*****										
		GENERAL FUND		469642	647411.49	138	5166062	5324242.95	103	26970.61	5636740	285526.44	95

FUND 020 STATE HIGHWAY REIMB FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS									
BA ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60												
601												
		OPERATIONS & MAINTENANCE										
	60	MATERIALS & SUPPLIES										
60	28	STORM DRAINAGE	4016	6550.93	163	44176	19206.73	44	.00	48200	28993.27	40
60	36	PAVEMENT	66666	14450.67	22	733326	16445.51	2	.00	800000	783554.49	2
60	40	TRAFFIC CONTROL DEVICE	4733	4746.25	100	52063	49663.44	95	.00	56800	7136.56	87
60	**	MATERIALS & SUPPLIES	75415	25747.85	34	829565	85315.68	10	.00	905000	819684.32	9
	81	CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	8168	.00	0	89848	91099.80	101	.00	98020	6920.20	93
81	06	MACHINERY & EQUIPMENT	1500	.00	0	16500	7652.78	46	2050.67	18000	8296.55	54
81	**	CAPITAL OUTLAY - REPLACE	9668	.00	0	106348	98752.58	93	2050.67	116020	15216.75	87
601	**	** OPERATIONS & MAINTENANCE	85083	25747.85	30	935913	184068.26	20	2050.67	1021020	834901.07	18
606												
	60	MATERIALS & SUPPLIES										
60	30	ENGINEERING R & M	833	.00	0	9163	344.25	4	.00	10000	9655.75	3
60	44	SNOW & ICE REMOVAL	5000	.00	0	55000	9157.36	17	.00	60000	50842.64	15
60	46	OTHER TRAFFIC SVCS RDSIDE	4166	4625.08	111	45826	128449.95	280	.03	50000	78449.98-	257
60	**	MATERIALS & SUPPLIES	9999	4625.08	46	109989	137951.56	125	.03	120000	17951.59-	115
606	**	**	9999	4625.08	46	109989	137951.56	125	.03	120000	17951.59-	115
607												
		ADMINISTRATION AND MISC										
	50	OTHER CHARGES										
50	32	MISCELLANEOUS	8333	95.10	1	91663	33755.09	37	.00	100000	66244.91	34
50	**	OTHER CHARGES	8333	95.10	1	91663	33755.09	37	.00	100000	66244.91	34
607	**	** ADMINISTRATION AND MISC	8333	95.10	1	91663	33755.09	37	.00	100000	66244.91	34
60	**	**	103415	30468.03	30	1137565	355774.91	31	2050.70	1241020	883194.39	29
DIV 4101 TOTAL *****												
		MAIN OF STREETS & HWYS	103415	30468.03	30	1137565	355774.91	31	2050.70	1241020	883194.39	29
DEPT 41 TOTAL *****												
		PUBLIC WORKS	103415	30468.03	30	1137565	355774.91	31	2050.70	1241020	883194.39	29
FUND 020 TOTAL *****												
		STATE HIGHWAY REIMB FUND	103415	30468.03	30	1137565	355774.91	31	2050.70	1241020	883194.39	29

FUND 050 WATER & SEWER FUND											
DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70	UTILITIES										
701	WATER										
10	SALARIES AND WAGES										
10 02	REGULAR	1885	1650.96	88	20735	20182.52	97	.00	22630	2447.48	89
10 04	OVERTIME	29	.00	0	319	.00	0	.00	350	350.00	0
10 **	SALARIES AND WAGES	1914	1650.96	86	21054	20182.52	96	.00	22980	2797.48	88
20	BENEFITS										
20 02	FICA	146	108.30	74	1606	1277.16	80	.00	1760	482.84	73
20 04	VA RETIREMENT SYSTEM	200	201.06	101	2200	2211.66	101	.00	2410	198.34	92
20 06	GROUP MEDICAL INSURANCE	356	356.58	100	3916	3922.38	100	.00	4280	357.62	92
20 08	GROUP LIFE INSURANCE	25	25.28	101	275	278.08	101	.00	300	21.92	93
20 **	BENEFITS	727	691.22	95	7997	7689.28	96	.00	8750	1060.72	88
701 ** **	WATER	2641	2342.18	89	29051	27871.80	96	.00	31730	3858.20	88
702	SEWER										
10	SALARIES AND WAGES										
10 02	REGULAR	1257	1100.64	88	13827	13454.96	97	.00	15090	1635.04	89
10 04	OVERTIME	12	.00	0	132	.00	0	.00	150	150.00	0
10 **	SALARIES AND WAGES	1269	1100.64	87	13959	13454.96	96	.00	15240	1785.04	88
20	BENEFITS										
20 02	FICA	97	72.22	75	1067	851.57	80	.00	1170	318.43	73
20 04	VA RETIREMENT SYSTEM	134	134.02	100	1474	1474.22	100	.00	1610	135.78	92
20 06	GROUP MEDICAL INSURANCE	238	237.72	100	2618	2614.92	100	.00	2860	245.08	91
20 08	GROUP LIFE INSURANCE	16	16.84	105	176	185.24	105	.00	200	14.76	93
20 **	BENEFITS	485	460.80	95	5335	5125.95	96	.00	5840	714.05	88
702 ** **	SEWER	1754	1561.44	89	19294	18580.91	96	.00	21080	2499.09	88
70 ** **	UTILITIES	4395	3903.62	89	48345	46452.71	96	.00	52810	6357.29	88
DIV 1101	TOTAL *****										
	ADMINISTRATION	4395	3903.62	89	48345	46452.71	96	.00	52810	6357.29	88
DEPT 11	TOTAL *****										
	GENERAL GOVERNMENT	4395	3903.62	89	48345	46452.71	96	.00	52810	6357.29	88

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
701		WATER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	32257	24554.09	76	354827	285044.41	80	.00	387090	102045.59	74
	10 04	OVERTIME	1287	154.26	12	14157	12041.22	85	.00	15450	3408.78	78
	10 **	SALARIES AND WAGES	33544	24708.35	74	368984	297085.63	81	.00	402540	105454.37	74
	20	BENEFITS										
	20 02	FICA	2565	1809.63	71	28215	21414.68	76	.00	30790	9375.32	70
	20 04	VA RETIREMENT SYSTEM	3160	1405.20	45	34760	14625.72	42	.00	37930	23304.28	39
	20 06	GROUP MEDICAL INSURANCE	3109	3790.90	122	34199	42447.37	124	.00	37310	5137.37-	114
	20 08	GROUP LIFE INSURANCE	397	328.14	83	4367	3310.16	76	.00	4770	1459.84	69
	20 18	VRS HYBRID EMPLOYER CONTR	0	955.88	0	0	9220.82	0	.00	0	9220.82-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	249.22	0	0	2485.12	0	.00	0	2485.12-	0
	20 **	BENEFITS	9231	8538.97	93	101541	93503.87	92	.00	110800	17296.13	84
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	3333	738.10	22	36663	33328.66	91	.00	40000	6671.34	83
	30 14	MISC & PROFESSIONAL SVCS	1666	11524.64	692	18326	21752.20	119	.00	20000	1752.20-	109
	30 16	PHYSICALS	66	.00	0	726	380.00	52	.00	800	420.00	48
	30 20	WATER PURCHASES - CC	6250	5427.50	87	68750	30829.87	45	.00	75000	44170.13	41
	30 24	R & M GROUNDS, BLDGS, RDS	2083	3675.00	176	22913	17640.00	77	.00	25000	7360.00	71
	30 26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	517	521.73	101	.00	570	48.27	92
	30 **	CONTRACTUAL SERVICES	13445	21412.67	159	147895	104452.46	71	.00	161370	56917.54	65
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	9166	10982.40	120	100826	108754.24	108	.00	110000	1245.76	99
	50 04	HEATING SERVICES	375	42.18	11	4125	753.04	18	.00	4500	3746.96	17
	50 08	TELECOMMUNICATIONS	1166	1371.80	118	12826	13193.40	103	.00	14000	806.60	94
	50 10	PROPERTY INSURANCE	1875	.00	0	10625	12500.00	118	.00	12500	.00	100
	50 12	MOTOR VEHICLE INSURANCE	58	.00	0	638	700.00	110	.00	700	.00	100
	50 18	GENERAL LIABILITY INSUR	458	.00	0	5038	5500.00	109	.00	5500	.00	100
	50 24	SUBSISTANCE & LODGING	250	.00	0	2750	456.60	17	.00	3000	2543.40	15
	50 26	CONVENTIONS & EDUCATIONS	416	100.00	24	4576	1881.19	41	.00	5000	3118.81	38
	50 28	DUES & ASSOC MEMBERSHIPS	91	.00	0	1001	550.00	55	.00	1100	550.00	50
	50 30	REFUNDS	41	.00	0	451	.00	0	.00	500	500.00	0
	50 32	MISCELLANEOUS	166	.00	0	1826	204.15	11	.00	2000	1795.85	10
	50 64	SAMPLE TESTING	1250	175.80	14	13750	11186.66	81	.00	15000	3813.34	75
	50 66	FEES PAID TO COMMONWEALTH	458	.00	0	5038	5037.00	100	.00	5500	463.00	92
	50 68	PROFESSIONAL LICENSES	125	100.00	80	1375	200.00	15	.00	1500	1300.00	13
	50 88	LOAN ISSUANCE COSTS	0	80.77-	0	0	.00	0	.00	0	.00	0
	50 **	OTHER CHARGES	15895	12691.41	80	164845	160916.28	98	.00	180800	19883.72	89
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	737	317.81	43	8107	4252.91	53	.00	8850	4597.09	48
	60 04	REPAIRS & MAINTENANCE	833	1351.53	162	46663	26097.89	56	6160.00	47500	15242.11	68
	60 06	FUELS & LUBRICANTS	666	200.64	30	7326	3704.69	51	.00	8000	4295.31	46
	60 08	VEHICLE & EQUIP R&M	633	7.55	1	6963	680.68	10	.00	7600	6919.32	9
	60 10	UNIFORMS	625	236.45	38	6875	3945.49	57	.00	7500	3554.51	53
	60 11	SAFETY EQUIP & PROGRAMS	166	651.63	393	1826	942.98	52	.00	2000	1057.02	47

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION		BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES											
701		WATER											
60	14	OTHER OPERATING SUPPLIES		11666	16353.75	140	128326	135548.86	106	.00	140000	4451.14	97
60	15	LABORATORY TEST CHEMICALS		3250	1101.61	34	15750	17781.36	113	.00	19000	1218.64	94
60	24	SMALL TOOLS		166	.00	0	1826	135.41	7	.00	2000	1864.59	7
60	25	SMALL EQUIPMENT		1375	1409.89	103	7625	8706.75	114	.00	9000	293.25	97
60	**	MATERIALS & SUPPLIES		20117	21630.86	108	231287	201797.02	87	6160.00	251450	43492.98	83
70		TRANSFER OUT											
70	05	TO RESERVES		8394	.00	0	92334	.00	0	.00	100730	100730.00	0
70	**	TRANSFER OUT		8394	.00	0	92334	.00	0	.00	100730	100730.00	0
90		DEBT SERVICE											
90	02	PRINCIPAL		26250	.00	0	288750	314000.00	109	.00	315000	1000.00	100
90	04	INTEREST		6965	.00	0	76615	83582.05	109	.00	83590	7.95	100
90	**	DEBT SERVICE		33215	.00	0	365365	397582.05	109	.00	398590	1007.95	100
91		DEBT SERVICE-2020A											
91	02	PRINCIPAL		9440	.00	0	103840	113280.00	109	.00	113280	.00	100
91	04	INTEREST		7258	.00	0	79838	87104.30	109	.00	87100	4.30-	100
91	**	DEBT SERVICE-2020A		16698	.00	0	183678	200384.30	109	.00	200380	4.30-	100
92		DEBT SERVICE-SERIES 2022											
92	02	PRINCIPAL		0	16200.00-	0	0	.00	0	.00	0	.00	0
92	04	INTEREST		0	14954.39-	0	0	.00	0	.00	0	.00	0
92	**	DEBT SERVICE-SERIES 2022		0	31154.39-	0	0	.00	0	.00	0	.00	0
701	**	**	WATER	150539	57827.87	38	1655929	1455721.61	88	6160.00	1806660	344778.39	81
70	**	**	UTILITIES	150539	57827.87	38	1655929	1455721.61	88	6160.00	1806660	344778.39	81
DIV	5001	TOTAL ***** OPERATIONS		150539	57827.87	38	1655929	1455721.61	88	6160.00	1806660	344778.39	81

FUND 050 WATER & SEWER FUND			DEPT/DIV 5002 WATER			DEPARTMENT/PUMP STATION						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
703		BEDFORD PUMP STATION										
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	458	.00	0	5038	1533.06	30	.00	5500	3966.94	28
	30 **	CONTRACTUAL SERVICES	458	.00	0	5038	1533.06	30	.00	5500	3966.94	28
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	833	693.60	83	9163	6619.25	72	.00	10000	3380.75	66
	50 08	TELECOMMUNICATIONS	75	69.21	92	825	755.39	92	.00	900	144.61	84
	50 **	OTHER CHARGES	908	762.81	84	9988	7374.64	74	.00	10900	3525.36	68
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	2750	73.44	3	.00	3000	2926.56	2
	60 **	MATERIALS & SUPPLIES	250	.00	0	2750	73.44	3	.00	3000	2926.56	2
703	** **	BEDFORD PUMP STATION	1616	762.81	47	17776	8981.14	51	.00	19400	10418.86	46
704		LOLA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	83	70.57	85	913	1150.63	126	.00	1000	150.63-	115
	50 08	TELECOMMUNICATIONS	62	69.21	112	682	755.39	111	.00	750	5.39-	101
	50 **	OTHER CHARGES	145	139.78	96	1595	1906.02	120	.00	1750	156.02-	109
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	8	.00	0	88	.00	0	.00	100	100.00	0
	60 **	MATERIALS & SUPPLIES	8	.00	0	88	.00	0	.00	100	100.00	0
704	** **	LOLA PUMP STATION	153	139.78	91	1683	1906.02	113	.00	1850	56.02-	103
709		MELINDA PUMP STATION										
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	458	.00	0	5038	1138.51	23	.00	5500	4361.49	21
	30 **	CONTRACTUAL SERVICES	458	.00	0	5038	1138.51	23	.00	5500	4361.49	21
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	331.21	41	8800	3171.71	36	.00	9600	6428.29	33
	50 08	TELECOMMUNICATIONS	45	.00	0	495	.00	0	.00	550	550.00	0
	50 **	OTHER CHARGES	845	331.21	39	9295	3171.71	34	.00	10150	6978.29	31
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	125	.00	0	1375	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	125	.00	0	1375	.00	0	.00	1500	1500.00	0
709	** **	MELINDA PUMP STATION	1428	331.21	23	15708	4310.22	27	.00	17150	12839.78	25
70	** **	UTILITIES	3197	1233.80	39	35167	15197.38	43	.00	38400	23202.62	40
DIV	5002	TOTAL *****										
		PUMP STATION	3197	1233.80	39	35167	15197.38	43	.00	38400	23202.62	40

FUND 050 WATER & SEWER FUND			DEPT/DIV 5003 WATER			DEPARTMENT/SPRINGS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB			DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70			UTILITIES										
706			MCMINNIS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	5038	1138.51	23	.00	5500	4361.49	21
	30	**	CONTRACTUAL SERVICES	458	.00	0	5038	1138.51	23	.00	5500	4361.49	21
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	800	716.96	90	8800	7718.93	88	.00	9600	1881.07	80
	50	08	TELECOMMUNICATIONS	66	61.32	93	726	674.46	93	.00	800	125.54	84
	50	**	OTHER CHARGES	866	778.28	90	9526	8393.39	88	.00	10400	2006.61	81
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	.00	0	2750	2779.63	101	.00	3000	220.37	93
	60	14	OTHER OPERATING SUPPLIES	750	803.49	107	8250	7434.41	90	.00	9000	1565.59	83
	60	15	LABORATORY TEST CHEMICALS	250	.00	0	2750	1099.31	40	.00	3000	1900.69	37
	60	**	MATERIALS & SUPPLIES	1250	803.49	64	13750	11313.35	82	.00	15000	3686.65	75
706	**	**	MCMINNIS SPRING	2574	1581.77	62	28314	20845.25	74	.00	30900	10054.75	68
707			REYNOLDS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	342-	.00	0	4238	1138.51	27	.00	3900	2761.49	29
	30	**	CONTRACTUAL SERVICES	342-	.00	0	4238	1138.51	27	.00	3900	2761.49	29
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1083	1031.93	95	11913	10864.47	91	.00	13000	2135.53	84
	50	08	TELECOMMUNICATIONS	133	145.25	109	1463	1583.58	108	.00	1600	16.42	99
	50	**	OTHER CHARGES	1216	1177.18	97	13376	12448.05	93	.00	14600	2151.95	85
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	1050	.00	0	3550	4604.32	130	.00	4600	4.32-	100
	60	14	OTHER OPERATING SUPPLIES	650	803.49	124	7150	7434.40	104	.00	7800	365.60	95
	60	15	LABORATORY TEST CHEMICALS	250	.00	0	2750	1099.32	40	.00	3000	1900.68	37
	60	**	MATERIALS & SUPPLIES	1950	803.49	41	13450	13138.04	98	.00	15400	2261.96	85
707	**	**	REYNOLDS SPRING	2824	1980.67	70	31064	26724.60	86	.00	33900	7175.40	79
70	**	**	UTILITIES	5398	3562.44	66	59378	47569.85	80	.00	64800	17230.15	73
DIV	5003		TOTAL *****										
			SPRINGS	5398	3562.44	66	59378	47569.85	80	.00	64800	17230.15	73

FUND 050 WATER & SEWER FUND			DEPT/DIV 5004 WATER			DEPARTMENT/TANKS & INDUSTRIAL METERS						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
708		TANKS & INDUSTRIAL METERS										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	141	57.48	41	1551	566.86	37	.00	1700	1133.14	33
	50 08	TELECOMMUNICATIONS	125	103.75	83	1375	1141.25	83	.00	1500	358.75	76
	50 **	OTHER CHARGES	266	161.23	61	2926	1708.11	58	.00	3200	1491.89	53
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	208	.00	0	2288	.00	0	.00	2500	2500.00	0
	60 **	MATERIALS & SUPPLIES	208	.00	0	2288	.00	0	.00	2500	2500.00	0
708	** **	TANKS & INDUSTRIAL METERS	474	161.23	34	5214	1708.11	33	.00	5700	3991.89	30
70	** **	UTILITIES	474	161.23	34	5214	1708.11	33	.00	5700	3991.89	30
DIV	5004	TOTAL *****										
		TANKS & INDUSTRIAL METERS	474	161.23	34	5214	1708.11	33	.00	5700	3991.89	30

FUND 050 WATER & SEWER FUND			DEPT/DIV 5010 WATER			DEPARTMENT/WATER CAPITAL OUTLAY						
BA ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
701		WATER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	2708	.00	0	29788	.00	0	.00	32500	32500.00	0
	81 06	MACHINERY & EQUIPMENT	14375	10830.00	75	158125	97656.78	62	13020.46	172500	61822.76	64
	81 18	BUILDING	0	.00	0	0	27000.00	0	.00	0	27000.00-	0
	81 22	WATER SYSTEM	91666	.00	0	1008326	68607.40	7	.00	1100000	1031392.60	6
	81 30	IMPRVMNTS OTHER THAN BLDG	220833	682.18	0	2429163	194504.82	8	.00	2650000	2455495.18	7
	81 33	WATERLINE-MAIN ST IMPROVE	0	62.00-	0	0	6138.00	0	.00	0	6138.00-	0
	81 35	MELINDA TANK HPZ	25000	.00	0	275000	1230.00	0	.00	300000	298770.00	0
	81 37	SCADA SYSTEM UPGRADE	17445	.00	0	191895	189016.00	99	9795.76	209341	10529.24	95
	81 **	CAPITAL OUTLAY - REPLACE	372027	11450.18	3	4092297	584153.00	14	22816.22	4464341	3857371.78	14
	82	CAPITAL OUTLAY - NEW										
	82 06	MACHINERY & EQUIPMENT	0	14488.64	0	0	604905.40	0	23400.00	0	628305.40-	0
	82 **	CAPITAL OUTLAY - NEW	0	14488.64	0	0	604905.40	0	23400.00	0	628305.40-	0
701	** **	WATER	372027	25938.82	7	4092297	1189058.40	29	46216.22	4464341	3229066.38	28
70	** **	UTILITIES	372027	25938.82	7	4092297	1189058.40	29	46216.22	4464341	3229066.38	28
DIV	5010	TOTAL *****										
		WATER CAPITAL OUTLAY	372027	25938.82	7	4092297	1189058.40	29	46216.22	4464341	3229066.38	28
DEPT	50	TOTAL *****										
		WATER DEPARTMENT	531635	88724.16	17	5847985	2709255.35	46	52376.22	6379901	3618269.43	43

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
702		SEWER										
10		SALARIES AND WAGES										
10 02		REGULAR	47181	30098.26	64	518991	419243.79	81	.00	566180	146936.21	74
10 04		OVERTIME	691	30.00	4	7601	4771.54	63	.00	8300	3528.46	58
10 **		SALARIES AND WAGES	47872	30128.26	63	526592	424015.33	81	.00	574480	150464.67	74
20		BENEFITS										
20 02		FICA	3662	2278.05	62	40282	30723.85	76	.00	43950	13226.15	70
20 04		VA RETIREMENT SYSTEM	4751	2630.62	55	52261	28936.82	55	.00	57020	28083.18	51
20 06		GROUP MEDICAL INSURANCE	6812	4594.92	68	74932	60241.38	80	.00	81750	21508.62	74
20 08		GROUP LIFE INSURANCE	597	418.40	70	6567	5176.98	79	.00	7170	1993.02	72
20 18		VRS HYBRID EMPLOYER CONTR	0	598.18	0	0	10471.26	0	.00	0	10471.26-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	99.66	0	0	1775.68	0	.00	0	1775.68-	0
20 **		BENEFITS	15822	10619.83	67	174042	137325.97	79	.00	189890	52564.03	72
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	1125-	58.94	5-	12625	7919.46	63	1850.00	11500	1730.54	85
30 14		MISC & PROFESSIONAL SVCS	2334-	7952.64	341-	14326	8392.64	59	.00	12000	3607.36	70
30 16		PHYSICALS	125	.00	0	1375	200.00	15	.00	1500	1300.00	13
30 24		R & M GROUNDS, BLDGS, RDS	958	1582.00	165	10538	5739.85	55	.00	11500	5760.15	50
30 **		CONTRACTUAL SERVICES	2376-	9593.58	404-	38864	22251.95	57	1850.00	36500	12398.05	66
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	44166	40635.43	92	360826	436347.78	121	.00	405000	31347.78-	108
50 04		HEATING SERVICES	366	300.93	82	3276	3631.11	111	.00	3650	18.89	100
50 08		TELECOMMUNICATIONS	1000	1268.48	127	11000	9907.13	90	.00	12000	2092.87	83
50 10		PROPERTY INSURANCE	1863	.00	0	10193	12060.00	118	.00	12060	.00	100
50 12		MOTOR VEHICLE INSURANCE	208	.00	0	2288	2500.00	109	.00	2500	.00	100
50 18		GENERAL LIABILITY INSUR	458	.00	0	5038	5500.00	109	.00	5500	.00	100
50 24		SUBSISTANCE & LODGING	83	.00	0	913	810.62	89	.00	1000	189.38	81
50 26		CONVENTIONS & EDUCATIONS	250	.00	0	2750	2213.24	81	.00	3000	786.76	74
50 28		DUES & ASSOC MEMBERSHIPS	41	.00	0	451	.00	0	.00	500	500.00	0
50 30		REFUNDS	62	.00	0	682	.00	0	.00	750	750.00	0
50 32		MISCELLANEOUS	62	.00	0	682	176.34	26	.00	750	573.66	24
50 64		SAMPLE TESTING	84-	.00	0	9076	6320.94	70	.00	9000	2679.06	70
50 66		FEES PAID TO COMMONWEALTH	1158	.00	0	9738	10915.00	112	.00	10900	15.00-	100
50 67		SAMPLE TESTING / IN HOUSE	417-	.00	0	5413	3369.71	62	.00	5000	1630.29	67
50 68		PROFESSIONAL LICENSES	125	.00	0	1375	480.00	35	.00	1500	1020.00	32
50 90		EOP ENVIRON. SAMPLING	2084-	.00	0	2076	.00	0	.00	0	.00	0
50 **		OTHER CHARGES	47257	42204.84	89	425777	494231.87	116	.00	473110	21121.87-	105
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	500-	.00	0	4500	1560.08	35	.00	4000	2439.92	39
60 04		REPAIRS & MAINTENANCE	5833	16585.50	284	64163	55669.80	87	.00	70000	14330.20	80
60 06		FUELS & LUBRICANTS	2917-	660.29	23-	17913	8779.89	49	.00	15000	6220.11	59
60 08		VEHICLE / EQUIP R&M	583	.00	0	6413	1632.13	26	.00	7000	5367.87	23
60 10		UNIFORMS	583	365.53	63	6413	4586.93	72	.00	7000	2413.07	66
60 11		SAFETY EQUIP & PROGRAMS	584-	.00	0	3576	1837.40	51	.00	3000	1162.60	61
60 14		OTHER OPERATING SUPPLIES	5667-	657.05	12-	62663	40580.97	65	.00	57000	16419.03	71

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70			UTILITIES										
702			SEWER										
60	24		SMALL TOOLS	125	.00	0	1375	12.35	1	.00	1500	1487.65	1
60	50		LABORATORY TEST EQUIP	1000-	3806.31	381-	24000	18847.32	79	.00	23000	4152.68	82
60	**		MATERIALS & SUPPLIES	3544-	22074.68	623-	191016	133506.87	70	.00	187500	53993.13	71
70			TRANSFER OUT										
70	05		TO RESERVES	41857-	.00	0	42073	.00	0	.00	220	220.00	0
70	**		TRANSFER OUT	41857-	.00	0	42073	.00	0	.00	220	220.00	0
90			DEBT SERVICE										
90	02		PRINCIPAL	70637	.00	0	174007	254633.70	146	.00	244650	9983.70-	104
90	04		INTEREST	12265	.00	0	34465	46726.12	136	.00	46730	3.88	100
90	**		DEBT SERVICE	82902	.00	0	208472	301359.82	145	.00	291380	9979.82-	103
91			DEBT SERVICE-2020A										
91	02		PRINCIPAL	6560	.00	0	72160	78720.00	109	.00	78720	.00	100
91	04		INTEREST	5044	.00	0	55484	60530.12	109	.00	60530	.12-	100
91	**		DEBT SERVICE-2020A	11604	.00	0	127644	139250.12	109	.00	139250	.12-	100
92			DEBT SERVICE-SERIES 2022										
92	02		PRINCIPAL	0	.00	0	0	73800.00	0	.00	0	73800.00-	0
92	04		INTEREST	0	.00	0	0	68125.61	0	.00	0	68125.61-	0
92	**		DEBT SERVICE-SERIES 2022	0	.00	0	0	141925.61	0	.00	0	141925.61-	0
702	**	**	SEWER	157680	114621.19	73	1734480	1793867.54	103	1850.00	1892330	96612.46	95
70	**	**	UTILITIES	157680	114621.19	73	1734480	1793867.54	103	1850.00	1892330	96612.46	95
DIV	5101		TOTAL *****										
			OPERATIONS	157680	114621.19	73	1734480	1793867.54	103	1850.00	1892330	96612.46	95

FUND 050 WATER & SEWER FUND			DEPT/DIV 5102 SEWER			DEPARTMENT/PUMP STATION						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
705		RIVERVIEW PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1083	1118.71	103	11913	11832.57	99	.00	13000	1167.43	91
	50 08	TELECOMMUNICATIONS	83	69.21	83	913	755.39	83	.00	1000	244.61	76
	50 **	OTHER CHARGES	1166	1187.92	102	12826	12587.96	98	.00	14000	1412.04	90
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	833	.00	0	9163	931.50	10	.00	10000	9068.50	9
	60 **	MATERIALS & SUPPLIES	833	.00	0	9163	931.50	10	.00	10000	9068.50	9
705	** **	RIVERVIEW PUMP STATION	1999	1187.92	59	21989	13519.46	62	.00	24000	10480.54	56
70	** **	UTILITIES	1999	1187.92	59	21989	13519.46	62	.00	24000	10480.54	56
DIV	5102	TOTAL *****										
		PUMP STATION	1999	1187.92	59	21989	13519.46	62	.00	24000	10480.54	56

FUND 050 WATER & SEWER FUND			DEPT/DIV 5110 SEWER			DEPARTMENT/SEWER CAPITAL OUTLAY						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

70		UTILITIES										
702		SEWER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	7708	.00	0	84788	.00	0	.00	92500	92500.00	0
	81 06	MACHINERY & EQUIPMENT	12916	14623.90	113	142076	104050.61	73	2050.60	155000	48898.79	69
	81 30	IMPRVMNTS OTHER THAN BLDG	0	3019.36	0	0	360348.00	0	17492.00	0	377840.00-	0
	81 40	ELECTRICAL	0	.00	0	0	62750.00	0	.00	0	62750.00-	0
	81 **	CAPITAL OUTLAY - REPLACE	20624	17643.26	86	226864	527148.61	232	19542.60	247500	299191.21-	221
	82	CAPITAL OUTLAY - NEW										
	82 06	MACHINERY & EQUIPMENT	4166	.00	0	45826	.00	0	.00	50000	50000.00	0
	82 20	SEWER SYSTEM	433333	.00	0	4766663	30000.00	1	.00	5200000	5170000.00	1
	82 **	CAPITAL OUTLAY - NEW	437499	.00	0	4812489	30000.00	1	.00	5250000	5220000.00	1
702	** **	SEWER	458123	17643.26	4	5039353	557148.61	11	19542.60	5497500	4920808.79	11
70	** **	UTILITIES	458123	17643.26	4	5039353	557148.61	11	19542.60	5497500	4920808.79	11
DIV	5110	TOTAL *****										
		SEWER CAPITAL OUTLAY	458123	17643.26	4	5039353	557148.61	11	19542.60	5497500	4920808.79	11
DEPT	51	TOTAL *****										
		SEWER DEPARTMENT	617802	133452.37	22	6795822	2364535.61	35	21392.60	7413830	5027901.79	32

FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

71			DISTRIBUTION & COLLECTION										
711			DISTRIBUTION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	11545	9042.07	78	126995	93096.05	73	.00	138540	45443.95	67
	10	04	OVERTIME	275	197.51	72	3025	1760.60	58	.00	3300	1539.40	53
	10	**	SALARIES AND WAGES	11820	9239.58	78	130020	94856.65	73	.00	141840	46983.35	67
	20		BENEFITS										
	20	02	FICA	870	660.55	76	9570	6811.39	71	.00	10450	3638.61	65
	20	04	VA RETIREMENT SYSTEM	1184	306.50	26	13024	3371.50	26	.00	14210	10838.50	24
	20	06	GROUP MEDICAL INSURANCE	2120	1585.20	75	23320	16269.30	70	.00	25450	9180.70	64
	20	08	GROUP LIFE INSURANCE	149	134.20	90	1639	1249.95	76	.00	1790	540.05	70
	20	18	VRS HYBRID EMPLOYER CONTR	0	668.52	0	0	5713.42	0	.00	0	5713.42-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	92.34	0	0	862.67	0	.00	0	862.67-	0
	20	**	BENEFITS	4323	3447.31	80	47553	34278.23	72	.00	51900	17621.77	66
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	250	.00	0	2750	344.25	13	.00	3000	2655.75	12
	30	16	PHYSICALS	25	.00	0	275	199.98	73	.00	300	100.02	67
	30	30	GIS MAPPING UPDATES	416	20.83	5	4576	1173.33	26	.00	5000	3826.67	24
	30	**	CONTRACTUAL SERVICES	691	20.83	3	7601	1717.56	23	.00	8300	6582.44	21
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	90	50.23	56	340	370.73	109	.00	430	59.27	86
	50	24	SUBSISTANCE & LODGING	41	.00	0	451	32.84	7	.00	500	467.16	7
	50	26	CONVENTIONS & EDUCATIONS	66	.00	0	726	817.00	113	.00	800	17.00-	102
	50	65	METER TESTING/REPLACEMENT	1250	.00	0	13750	833.20	6	.00	15000	14166.80	6
	50	76	MISS UTILITY	54	20.13	37	594	505.94	85	.00	650	144.06	78
	50	**	OTHER CHARGES	1501	70.36	5	15861	2559.71	16	.00	17380	14820.29	15
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	66	.00	0	726	287.20	40	.00	800	512.80	36
	60	04	REPAIRS & MAINTENANCE	4501	2542.75	57	46161	51655.28	112	1198.68	50670	2183.96-	104
	60	06	FUELS & LUBRICANTS	775	527.86	68	8525	5397.40	63	.00	9300	3902.60	58
	60	08	VEHICLE & EQUIP R&M	725	88.32	12	11975	4621.11	39	.00	12700	8078.89	36
	60	10	UNIFORMS	216	107.43	50	2376	1499.35	63	.00	2600	1100.65	58
	60	11	SAFETY EQUIP & PROGRAMS	108	32.56	30	1188	189.55	16	.00	1300	1110.45	15
	60	25	SMALL EQUIPMENT	116	77.50	67	1276	1110.82	87	.00	1400	289.18	79
	60	**	MATERIALS & SUPPLIES	6507	3376.42	52	72227	64760.71	90	1198.68	78770	12810.61	84
711	**	**	DISTRIBUTION	24842	16154.50	65	273262	198172.86	73	1198.68	298190	98818.46	67
712			COLLECTION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	11545	9092.10	79	126995	90064.04	71	.00	138540	48475.96	65
	10	04	OVERTIME	275	197.50	72	3025	1760.50	58	.00	3300	1539.50	53
	10	**	SALARIES AND WAGES	11820	9289.60	79	130020	91824.54	71	.00	141840	50015.46	65

FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

71			DISTRIBUTION & COLLECTION										
712			COLLECTION										
	20		BENEFITS										
	20	02	FICA	870	660.46	76	9570	6574.59	69	.00	10450	3875.41	63
	20	04	VA RETIREMENT SYSTEM	1184	306.50	26	13024	3371.50	26	.00	14210	10838.50	24
	20	06	GROUP MEDICAL INSURANCE	2120	1585.20	75	23320	16269.30	70	.00	25450	9180.70	64
	20	08	GROUP LIFE INSURANCE	149	134.10	90	1639	1211.91	74	.00	1790	578.09	68
	20	18	VRS HYBRID EMPLOYER CONTR	0	668.50	0	0	5445.44	0	.00	0	5445.44-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	92.26	0	0	834.60	0	.00	0	834.60-	0
	20	**	BENEFITS	4323	3447.02	80	47553	33707.34	71	.00	51900	18192.66	65
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	125	.00	0	1375	1094.25	80	.00	1500	405.75	73
	30	16	PHYSICALS	25	.00	0	275	199.98	73	.00	300	100.02	67
	30	26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	517	521.73	101	.00	570	48.27	92
	30	30	GIS MAPPING UPDATES	416	20.83	5	4576	1173.24	26	.00	5000	3826.76	24
	30	**	CONTRACTUAL SERVICES	613	68.26	11	6743	2989.20	44	.00	7370	4380.80	41
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	33	50.23	152	363	370.64	102	.00	400	29.36	93
	50	24	SUBSISTANCE & LODGING	41	.00	0	451	32.84	7	.00	500	467.16	7
	50	26	CONVENTIONS & EDUCATIONS	66	5.00	8	726	45.00	6	.00	800	755.00	6
	50	76	MISS UTILITY	58	20.12	35	638	505.92	79	.00	700	194.08	72
	50	**	OTHER CHARGES	198	75.35	38	2178	954.40	44	.00	2400	1445.60	40
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	68	.00	0	748	189.46	25	.00	820	630.54	23
	60	04	REPAIRS & MAINTENANCE	3750	4981.41	133	41250	29809.03	72	.00	45000	15190.97	66
	60	06	FUELS & LUBRICANTS	775	519.00	67	8525	5388.55	63	.00	9300	3911.45	58
	60	08	VEHICLE & EQUIP R&M	1058	101.50	10	11638	6349.74	55	.00	12700	6350.26	50
	60	10	UNIFORMS	208	107.47	52	2288	1339.51	59	.00	2500	1160.49	54
	60	11	SAFETY EQUIP & PROGRAMS	108	32.57	30	1188	189.57	16	.00	1300	1110.43	15
	60	25	SMALL EQUIPMENT	108	.00	0	1188	964.88	81	.00	1300	335.12	74
	60	**	MATERIALS & SUPPLIES	6075	5741.95	95	66825	44230.74	66	.00	72920	28689.26	61
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	833	8356.74	1003	9163	8356.74	91	.00	10000	1643.26	84
	81	**	CAPITAL OUTLAY - REPLACE	833	8356.74	1003	9163	8356.74	91	.00	10000	1643.26	84
712	**	**	COLLECTION	23862	26978.92	113	262482	182062.96	69	.00	286430	104367.04	64
71	**	**	DISTRIBUTION & COLLECTION	48704	43133.42	89	535744	380235.82	71	1198.68	584620	203185.50	65
DIV	5201		TOTAL *****										
			OPERATIONS	48704	43133.42	89	535744	380235.82	71	1198.68	584620	203185.50	65
DEPT	52		TOTAL *****										
			DISTRIBUTION & COLLECTION	48704	43133.42	89	535744	380235.82	71	1198.68	584620	203185.50	65

FUND 050 WATER & SEWER FUND											
DEPT/DIV 9104 NON DEPARTMENT/DEBT SERVICE											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET
SUB	SUB		DESCRIPTION								UNENCUMB. BALANCE
											% BDGT
70			UTILITIES								
701			WATER								
	90		DEBT SERVICE								
	90	02	PRINCIPAL	1350	16200.00	1200	14850	16200.00	109	.00	16200 .00
	90	04	INTEREST	1250	14954.39	1196	13750	14954.39	109	.00	15000 45.61
	90	**	DEBT SERVICE	2600	31154.39	1198	28600	31154.39	109	.00	31200 45.61
701	**	**	WATER	2600	31154.39	1198	28600	31154.39	109	.00	31200 45.61
70	**	**	UTILITIES	2600	31154.39	1198	28600	31154.39	109	.00	31200 45.61
DIV	9104		TOTAL *****								
			DEBT SERVICE	2600	31154.39	1198	28600	31154.39	109	.00	31200 45.61
DEPT	91		TOTAL *****								
			NON DEPARTMENT	2600	31154.39	1198	28600	31154.39	109	.00	31200 45.61
FUND	050		TOTAL *****								
			WATER & SEWER FUND	1205136	300367.96	25	13256496	5531633.88	42	74967.50	14462361 8855759.62
											39

FUND 060 AGENCY / DONATION FUND				DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT								
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
<hr/>												
80		NON DEPARTMENT										
801		NON DEPARTMENTAL										
	70	TRANSFER OUT										
	70 03	TO GENERAL FUND	0	.00	0	0	1.00	0	.00	0	1.00-	0
	70 **	TRANSFER OUT	0	.00	0	0	1.00	0	.00	0	1.00-	0
801	** **	NON DEPARTMENTAL	0	.00	0	0	1.00	0	.00	0	1.00-	0
80	** **	NON DEPARTMENT	0	.00	0	0	1.00	0	.00	0	1.00-	0
DIV	9102	TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	1.00	0	.00	0	1.00-	0
DEPT	91	TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	1.00	0	.00	0	1.00-	0
FUND 060		TOTAL *****										
		AGENCY / DONATION FUND	0	.00	0	0	1.00	0	.00	0	1.00-	0

FUND 070 COMMUNITY IMPROV FUND											
DEPT/DIV 7501 ACQUIRE RENOVATE SELL PRJ/ACQUIRE RENOVATE SELL PR											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

80	NON DEPARTMENT										
805	ACQUIRE RENOVATE SELL PRG										
30	CONTRACTUAL SERVICES										
30 14	MISC & PROFESSIONAL SVCS	0	60.21	0	0	476320.39	0	13945.00	0	490265.39-	0
30 **	CONTRACTUAL SERVICES	0	60.21	0	0	476320.39	0	13945.00	0	490265.39-	0
82	CAPITAL OUTLAY - NEW										
82 16	LAND	0	.00	0	0	10.35	0	.00	0	10.35-	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	10.35	0	.00	0	10.35-	0
805 ** **	ACQUIRE RENOVATE SELL PRG	0	60.21	0	0	476330.74	0	13945.00	0	490275.74-	0
80 ** **	NON DEPARTMENT	0	60.21	0	0	476330.74	0	13945.00	0	490275.74-	0
DIV 7501	TOTAL *****										
	ACQUIRE RENOVATE SELL PRG	0	60.21	0	0	476330.74	0	13945.00	0	490275.74-	0
DEPT 75	TOTAL *****										
	ACQUIRE RENOVATE SELL PRJ	0	60.21	0	0	476330.74	0	13945.00	0	490275.74-	0
FUND 070	TOTAL *****										
	COMMUNITY IMPROV FUND	0	60.21	0	0	476330.74	0	13945.00	0	490275.74-	0

FUND 090 CEMETERY FUND											
DEPT/DIV 0000											
BA ELE OBJ			ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****		
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	
										ANNUAL BUDGET	UNENCUMB. BALANCE
											% BDGT
60											
603 CEMETERY											
	10		SALARIES AND WAGES								
	10	02	REGULAR	1250	384.00	31	13750	12969.14	94	.00	2030.86
	10	04	OVERTIME	125	.00	0	1375	151.54	11	.00	1348.46
	10	**	SALARIES AND WAGES	1375	384.00	28	15125	13120.68	87	.00	3379.32
20 BENEFITS											
	20	02	FICA	108	21.55	20	1188	875.43	74	.00	424.57
	20	04	VA RETIREMENT SYSTEM	133	.00	0	1463	.00	0	.00	1600.00
	20	06	GROUP MEDICAL INSURANCE	208	46.44	22	2288	2197.28	96	.00	302.72
	20	08	GROUP LIFE INSURANCE	16	4.57	29	176	181.83	103	.00	18.17
	20	18	VRS HYBRID EMPLOYER CONTR	0	30.02	0	0	1178.25	0	.00	1178.25-
	20	20	ICMA HYBRID EMPLOYER CONT	0	5.81	0	0	261.65	0	.00	261.65-
	20	**	BENEFITS	465	108.39	23	5115	4694.44	92	.00	905.56
30 CONTRACTUAL SERVICES											
	30	36	MOWING CONTRACT	2916	4000.00	137	32076	22000.00	69	.00	13000.00
	30	**	CONTRACTUAL SERVICES	2916	4000.00	137	32076	22000.00	69	.00	13000.00
50 OTHER CHARGES											
	50	34	MISCELLANEOUS REIMB	0	75.00	0	0	5950.00	0	.00	5950.00-
	50	**	OTHER CHARGES	0	75.00	0	0	5950.00	0	.00	5950.00-
60 MATERIALS & SUPPLIES											
	60	04	REPAIRS & MAINTENANCE	833	371.04	45	9163	4377.14	48	.00	5622.86
	60	60	OPENING/CLOSING GRAVES	208	.00	0	2288	1300.00	57	.00	1200.00
	60	**	MATERIALS & SUPPLIES	1041	371.04	36	11451	5677.14	50	.00	6822.86
70 TRANSFER OUT											
	70	01	TO CEMETERY RESERVE	2270	.00	0	24970	.00	0	.00	27250.00
	70	**	TRANSFER OUT	2270	.00	0	24970	.00	0	.00	27250.00
603	**	**	CEMETERY	8067	4938.43	61	88737	51442.26	58	.00	45407.74
60	**	**		8067	4938.43	61	88737	51442.26	58	.00	45407.74
DIV	0000	TOTAL	*****								
				8067	4938.43	61	88737	51442.26	58	.00	45407.74
DEPT	00	TOTAL	*****								
				8067	4938.43	61	88737	51442.26	58	.00	45407.74
FUND	090	TOTAL	*****								
		CEMETERY FUND		8067	4938.43	61	88737	51442.26	58	.00	45407.74
GRAND	TOTAL	*****									
				1786260	983246.12	55	19648860	11739425.74	60	117933.81	21436971
										9579611.45	55

Town of Altavista
Investment and Deposit Totals
Balance as of May 31, 2024



General Fund Reserves

<i>Money Market Account</i>	4,213,983.55	
<i>Certificate of Deposit</i>	0.00	
<i>LGIP</i>	9,518,413.74	
Sub-Total		\$ 13,732,397.29

Enterprise Fund Reserves

<i>Money Market Account</i>	3,070,208.00	
<i>Certificate of Deposit</i>		
<i>LGIP</i>	2,801,661.65	
Sub-Total		\$ 5,871,869.65

Highway Fund

<i>Money Market Account</i>	57,350.00	
<i>Certificate of Deposit</i>	0.00	
<i>LGIP</i>	1,102,865.76	
Sub-Total		\$ 1,160,215.76

Green Hill Cemetery

<i>Money Market Account</i>	32,625.19	
<i>Certificate of Deposit</i>	745,835.12	
<i>LGIP</i>	84,640.18	
Sub-Total		\$ 863,100.49

AEDA

<i>Money Market Account</i>	0.00	
<i>Certificate of Deposit</i>	0.00	
<i>LGIP</i>	247,756.01	
Sub-Total		\$ 247,756.01

Federal Forfeiture Account \$0.00

State Forfeiture Account \$7,968.74

Operating Cash Account \$ 4,106,266.52

Grand Total Investments and Deposits \$ 25,989,574.46

Designated Balance \$ 17,071,022.18

Undesignated Balance \$ 8,918,552.28

DISTRIBUTION OF UNDESIGNATED FUNDS

Policy Money	5,291,782.00
PCB	418,058.59
Accrued Liability as of 6/30/2022	180,789.74
ED remaining balance of \$35,000 (website and marketing)	6,240.00
Earmarked for AOT No Interest Loan Program - Grant (5/11/21)	15,821.44
"Pop-Up" Altavista Funding - Downtown Business Invest Grant	2,764.12
Funds carried over for projects not completed during prior FY	573,195.31
ARPA Funding - 1st Tranche & 2nd Tranche	2,805,847.17
CIP Items Earmarked for Future Purchase	217,200.00
Park Improvements	11,300.00
AVOCA Maintenance Funds	21,127.79
Proceeds from sale of Armory	212,826.00
Theater Transfer In FY2022 Budget	928,762.50

EARMARKED FUNDS \$ 10,685,714.66

RESERVE POLICY FUNDS

General Fund: The General Fund Undesignated Fund Balance at the close of each FY per the town's audit, should be at least 50% of Annual Recurring Revenues. (8/10/21) 3,340,118

Enterprise Fund: Unrestricted cash for the Enterprise Fund should be a minimum of 50% of total water and sewer utility fund expenditures. (12/13/11) 1,951,664

Total Reserve Policy Funds 5,291,782



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.F

CONSENT AGENDA

Title: Town Council - Meeting Minutes

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Approve minutes as presented; or advise Staff of needed corrections.

Explanation:

Minutes transcribed from the Altavista Town Council's following meetings:

- May 14th Regular Meeting
- May 28th Work Session

Background:

At each month's regular meeting, Town Council reviews minutes transcribed from their previous month's meetings. Town Council can approve the minutes as presented, or inform Staff of corrections needed, and approve them as amended.

Funding Source(s):

Attachments: *(click item to open)*

[attachment 1. Altavista Town Council Meeting Minutes 5.14.24.pdf](#)

[attachment 2. Altavista Town Council Work Session Minutes 5.28.24.pdf](#)

The Altavista Town Council held their May 2024 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, at 510 Seventh Street, on Tuesday, May 14th, at 6:00pm.

1. Call to Order

At six o'clock p.m., Mayor Mike Mattox called the meeting to order and presided.

Members Present: Vice Mayor Reginald Bennett
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Town Staff present: Mr. Gary Shanaberger, Town Manager
Mr. Matt Perkins, Asst. Town Manager
Chief Tommy Merricks, Altavista Police Dept.
Mrs. Tobie Shelton, Administration/Finance Director
Mr. Tom Fore, Public Services Director
Mr. Paul Hill, Asst. Public Services Director
Mr. John Eller, Town Attorney
Mrs. Crystal Hailey, Assistant Town Clerk

Pastors Scott Torres and Lata Terry, Monte Vista Baptist Church, delivered the Invocation; and Mayor Mike Mattox led the meeting in the Pledge of Allegiance to the US Flag.

2. Agenda Adoption

There were no amendments to the agenda.

With a motion by Councilman Tracy Emerson, seconded by Councilman Wayne Mitchell, the Altavista Town Council voted 7-0, and approved the May 14, 2024, meeting agenda as presented.

3. Recognitions and Presentations

There were no presentations scheduled for this meeting.

4. Citizen's Time

There were no citizen comments made on this date.

5. Town & Community Partner Updates

Avoca Executive Director Caleb Lafoon shared with Council the success of Avoca's events during the first quarter of CY2024, as well as a list of upcoming events and activities that Avoca was currently working on. He said that Avoca volunteers logged in 1,000 hours during the 1st quarter.

Mr. Lafoon informed Council that Avoca's current Events Coordinator, Gayle Puckett, was retiring in June (2024); with her replacement, Abigail Leisure, to begin July 1st. He also referenced the 250th anniversary of the Revolutionary War, occurring in calendar year 2025, and said that the Avoca Board was planning a large celebration for April 25th and 26th, which would include a historic reenactment on the Avoca grounds.

6. Consent Agenda

- TOA April 2024 Monthly Financial Reports
- Meeting Minutes: April 2024 Regular Meeting and Work Session

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tracy Emerson, and Town Council voted 7-0 (in favor) to approve the May 14th Consent Agenda as presented.

7. Public Hearings

- Special Use Permit (SUP) Request, SUP-24-02

Assistant Town Manager Matt Perkins presented this item, and confirmed that this public hearing had been advertised as required.

Mr. Perkins informed Council that Ms. Beckum's neighbor at 1409 Bedford Avenue, Susan Farmer, came to the Planning Commission Public Hearing regarding this matter and expressed concerns about the project. He stated that the concerns were considered when drafting the restrictions/requirements for this Special Use Permit, and that the Planning Commission voted 7-0 in favor to recommend approval of the SUP.

Mayor Mattox opened the public hearing at 6:21pm. There were no citizen comments made regarding this item. Mayor Mattox closed the hearing at 6:17pm.

Town Council voted 7-0 in favor and approved this permit, which allowed the property owner of 1407 Bedford Avenue, Mary Beckum, to utilize her existing garage (an accessory structure) as an “accessary apartment”.

▪ Town Ordinance, Text Amendment, OA-24-03

Mayor Mattox opened the public hearing at 6:18pm.

Assistant Town Manager Matt Perkins stated that this hearing was advertised as required; and to date, there had been no comments submitted, for or against, regarding this matter.

There were no citizen comments offered. Mayor Mattox closed the hearing at 6:22pm, and asked Council if they had any comments on this matter, to which there were none.

Town Council voted 7-0 in approval, and authorized Staff to move forward with the following text amendments:

- amend *Sec. 86-32*, adding a definition of Indoor Pet Boarding Facility;
- amend *Sec. 86- 322 (C-1 District)*, *86-352 (C-2 District)*, and *Sec 86-427 (DRO District)*, to include Indoor Pet Boarding Facility as a permitted use, subject to *Section 86-523*, Special Use Permit required; and
- add *Section 86-523 (new)*, establishing Use and Design Standards for Indoor Pet Boarding Facilities.

Director of Finance and Administration, Tobie Shelton, facilitated the next three Public Hearings. Mrs. Shelton informed Council that each of the three hearings had been advertised as required. She stated, if after any of the hearings, Council had questions, or wished to consider the items further, they could utilize their Work Session, May 28th, to continue the discussions. Mrs. Shelton stated that Staff would be seeking adoption of the Fiscal Year 2025 Budget and FY2025-2029 CIP at the June 11, 2024, Town Council Meeting.

▪ Fiscal Year 2025 – Proposed Increase to Town Water and Sewer Rates

Mayor Mattox opened the public hearing at 6:25pm.

Mrs. Shelton gave a brief description of the proposed increase of 10% to both water and sewer.

There were no citizen comments offered. Mayor Mattox closed the hearing at 6:26pm, and asked Council if they had any comments on this matter, to which there were none.

▪ Fiscal Year 2025 – Proposed Increase to Altavista’s Real Estate Tax Rate

Mayor Mattox opened the public hearing at 6:27pm.

Mrs. Shelton gave a brief description of the proposed increase, determined by Council at a previous meeting; a rate increase from 10.43cent to 20 cents.

A citizen in the audience referenced the fact that Campbell County’s Homestead Relief Program was based on income, not age. She asked if that was something that could be considered on the local level – to allow qualification by age, not income.

Director of Public Services Tom Fore stated that the matter was decided at the state level. He said that citizens were able to make such requests to their state representative.

Mayor Mattox closed the hearing at 6:29pm, and asked Council if they had any comments.

Councilman Jay Higginbotham asked, when Staff drafted the FY2025 proposed Budget, did they look at FY2023’s final numbers, or use FY2024’s projections.

Mrs. Shelton stated that Staff did both; they considered FY2023’s historic data, and also looked at the fiscal year end projections for FY2024.

Mr. Higginbotham referenced that Fiscal Year 2024 showed a significant increase in revenue from Meals Tax, and asked if that factor was taken into consideration for FY2025.

Mrs. Shelton stated that the aforementioned increase had been considered and calculated into the FY2025 Draft Budget.

▪ Fiscal Year 2025 Budget, and FY2025-2029 Capital Improvement Plan (CIP)

Mayor Mattox opened this public hearing at 6:32pm.

Mrs. Shelton stated that the proposed revenue and expenditures for Fiscal Year 2025's Draft Budget was balanced at \$12,846,810.

There were no citizen comments, therefore, Mayor Mattox closed the hearing at 6:33pm.

Councilman Tracy Emerson referenced the \$50,000 allocated in the current budget to replace the pump system of the decorative water fountain located at the entrance of Shreve Park. He asked, with the fountain being repaired for significantly less money, how would the remaining funds be used.

Assistant Director of Public Services Paul Hill stated that the water pump in the aforementioned fountain was not replaced, but had been repaired for a few hundred dollars to prolong its life. He said that Staff could not foresee how long the repairs would last, and stated, eventually the water pump would still need to be replaced.

Mrs. Shelton stated that it was Staff's recommendation for the funds to remain in the budget and allocated specifically for repairs of the water fountain, unless otherwise directed by Council to reappropriate the funds.

Councilman Higginbotham referenced the recent increase in Meals Tax revenue, and the unused \$50,000 allocated for the water fountain, and asked that Council take the two into consideration, to potentially lower the Real Estate Tax Rate increase that was proposed in the FY2025 Draft Budget.

Mrs. Shelton stated that this item could be discussed further at the May Work Session if needed. She reminded Council that the proposed budget was scheduled to be considered for adoption at the June 11th Town Council meeting as presented.

8. New Items for Discussion

There were none on this date.

9. Unfinished Business

Background: at their April 9th meeting, Town Council voted unanimously in favor of adopting a Resolution of Support, for the Campbell County Board of Supervisor's intent to work with VDOT and name a bridge, located in Lynch Station, after Senior Airman Ricky L. Merritt.

Vice Mayor Reggie Bennett read aloud the Resolution of Support, to have it documented in the minutes of this meeting; and Town Council voted 7-0 and approved the adoption of the document.

WHEREAS, Senior Airman Ricky L. Merritt served his Country, until his tragic death on August 17, 1996, when the Air Force C-130H aircraft he was aboard struck a mountain range, taking the lives of all eight crew members; and

WHEREAS, Senior Airman Merritt was a graduate of Altavista High School, where he was a star athlete on the Altavista Football Team and Track Team; and

WHEREAS, the Altavista High School presented his brother, Chris Merritt, with a commemorative plaque on October 27th, 2023, to honor Senior Airman Merritt; and

WHEREAS, Senior Airman Merritt was noted for his respectful demeanor, kindness, and generosity to all; and

WHEREAS, the Campbell County Board of Supervisors have recognized Senior Airman Merritt by authorizing their Staff to work with the Virginia Department of Transportation to have a bridge, located on Rt.29, between routes 713 and 43 in Lynch Station, to be dedicated and named after Airman Merritt;

NOW, THEREFORE, BE IT RESOLVED, that the Altavista Town Council adopt this resolution in support of the Campbell County Board of Supervisor's action, in honor of Senior Airman Ricky L. Merritt.

This 14th day of May, 2024.

10. Town Staff Departmental Reports and Project Updates - April 2024

- TOA Finance Reports
- Altavista Police Department Reports
- Public Services Monthly Report
- Utilities - Project Updates
- Employee Changes
- Town Council Monthly Meeting Calendars

These items were included in Town Council's monthly agenda pre-packet, and delivered to Council on the Friday before their meeting, giving them time to review the reports.

11. Matters from Council

None on this date.

12. Closed Session

Section 2.2-3711 (A)(7): Consultation with Legal Counsel.

Town Council convened in closed session from 6:38 - 7:15pm.

Notice was given to Staff that no actions were taken after closed session.

13. Adjournment

With no further business to discuss, Mayor Mattox adjourned this meeting at 7:18pm.

Michael Mattox, Mayor

Gary Shanaberger, Town Mgr./Town Clerk

The May 2024 Work Session of Altavista's Town Council was held in Council Chambers of the J.R. Burgess Municipal Building, at 510 7th Street, on Tuesday, May 28th, at 5:00 PM.

Mayor Mike Mattox called the meeting to order and presided.

Council Members present: Vice Mayor Reggie Bennett
Mr. Timothy George
Mr. Jay Higginbotham
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Member absent: Mr. Tracy Emerson

Also Present: Mr. Gary Shanaberger, Town Manager
Mrs. Tobie Shelton, Finance and Admin. Director
Mr. Tommy Merricks, Altavista Police Chief
Mr. Tom Fore, Director of Public Services
Mr. Paul Hill, Asst. Director of Public Services
Mr. John Eller, TOA Town Attorney

1. Agenda Adoption

Mayor Mattox asked Town Council if they had questions, comments, or concerns pertaining to the Work Session Agenda, of which there were none.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Wayne Mitchell, and Town Council approved the May 28th Work Session Agenda as presented, with a 6-0 vote.

2. Presentations

There were no presentations scheduled for this meeting.

3. Citizen's Time

There were none on this date.

4. New Items for Discussion

- Fiscal Year 2025 Grass Maintenance Bids
Staff: Assistant Director of Public Services Paul Hill

Mr. Hill informed Council that two bids were received from this RFP; one from the current contractor, Champions Lawn care, for \$109,850, and one from Herndon Lawn care for \$101,050. He shared Staff's recommendation for Herndon Lawn care.

Councilman Higginbotham asked what dollar amount the Town paid for this service in the previous year, to which Mr. Hill stated \$106,000.

Councilman Mitchell asked why Staff's recommendation was to switch from the current contractor, and if there had been any complaints.

Mr. Hill stated that the current contractor delivered great work, other than a couple of insurance claim instances. He said the \$9,000 cost savings was the deciding factor for the recommendation.

There was a unanimous consensus of Town Council to accept Staff's recommendation, and to place this item on the June 11th Consent Agenda to approve Herndon Lawn care for the FY2025 contract.

- Delinquent Utility Accounts and Miscellaneous A/R Accounts
Staff: Director of Finance Tobie Shelton

Background: annually, Staff presents a request to Town Council to write off delinquent utility accounts that are 5 years old, as well as accounts of deceased individuals.

Mrs. Shelton informed Council there were four (4) utility accounts over five (5) years old totaling \$823.57, twelve (12) miscellaneous A/R accounts totaling \$3,236.45, and two (2) miscellaneous A/R accounts of deceased individuals totaling \$240; with a total write-off request of \$4,300.02. She said Staff was seeking authorization from Council to write off the delinquent accounts, as Staff had been unsuccessful in their efforts to collect the monies, and the statute of limitations had passed on the miscellaneous A/R accounts.

There was a unanimous consensus of Town Council to authorize Staff to write off the aforementioned amounts; and to place this item on the June 11th Consent Agenda for approval.

- Fiscal Year 2024 Budget Amendments and Departmental Transfers
Staff: Director of Finance Tobie Shelton

Mrs. Shelton stated that Staff was seeking to revise the Fiscal Year 2024 Budget to reflect changes that occurred during the fiscal year; such as items previously approved by Town Council that had yet to be completed, or the receipt of unbudgeted revenue.

There was unanimous consensus of Council to place these items on the June 11th Consent Agenda.

5. Unfinished Business

- Vista / Leggett Project

Project Consultant Rober Lee provided Town Council with an update on this project. Mr. Lee shared a report from Hill Studio, which indicated that the Town of Altavista could be reimbursed, under Historic Tax Credits, for up to 45% of the total cost of approved items to renovate the Vista Theatre and Leggett building: items such as new roofing, electrical, and plumbing.

Mr. Lee provided interior drawings of both buildings for Council's visual reference, indicating the areas of "primary consideration for historical purposes". He stated that those areas, whether used or not, could not be demolished or reconstructed differently than its original structure.

Mr. Lee informed Council that, although the Town's potential plans did not include the use of the original elevator shaft in Leggett, it had to remain in place. He also informed Council that the main floor of the Vista Theatre had to remain in its original state (sloped), and not able to be changed to flat, as considered in one of the Town's initial plans.

Councilman Mitchell asked who the aforementioned tax credits would be available to.

Mr. Lee stated the tax credits would be available at the completion of this project to the legal entity that owned the properties at that time. He informed Council that he, the Town Attorney, and the Town Manager, had all meet with Gentry Locke to discuss their legal services. He said one of the next steps was to work with Gentry Locke to set up the aforementioned legal entity, previously discussed by Council as potentially being the Altavista Economic Development Authority (AEDA), and to form an LLC and a non-profit.

Mr. Lee stated that another "next step" was to request RFPs for historical architectural services, including costs for schematic designs, design development, and construction documents. He said this process would be done in the three individual mentioned stages, as not to obligate the Town into one contract, but to have leeway to changes as the project progresses.

Mayor Mattox thanked Mr. Lee for his presentation and work on this project.

- Waste Water Treatment Plant (WWTP), Clarifier #3 – Project Update

Biff Johnson, Hurt & Proffitt, provided Town Council with the latest update on this project. He informed Council that the first contract awarded for this project, to JS Herdon, was voided due to equipment discrepancies. He stated that he and Staff were not confident that the equipment in JS Herdon's proposal was sufficient enough to handle the task of managing additional capacities from rainfall, on top of the 2.2 million gallons of water that Clarifier #3 processed on a daily basis.

Mr. Johnson stated that it was his recommendation to Town Staff, and Staff concurred, to offer the contract to the second lowest original bidder, Frizzell, at \$1,254,350, confident that the proposed equipment was adequate for this project.

Staff asked that Council allow this item to be placed on the June 11th Council Meeting Consent Agenda; and stated they would inform Council if Frizzell did not honor the original cost/proposal, in which case the project would have to be re-bid.

Town Council was in consensus to place the item on the June 11th Consent Agenda for approval, under the condition that Frizzell honored their original proposal.

Mayor Mattox thanked Mr. Johnson for his diligent work on this project.

6. Updates from Town Staff

Altavista Police Department (APD) Chief, Tommy Merricks, informed Town Council that the APD was awarded a \$91,000 Grant to assist the department with acquiring accreditation. He said the grant required a \$30,000 match, which his department could cover with unexpended funds in salaries and supplies. Chief Merricks thanked Council for their support in this process.

7. Matters from Town Council

Councilman Wayne Mitchell asked Staff if they had a “grading system”, of bad and good, that was used when considering vendors/contractors for a project.

Councilman Jay Higginbotham stated that the only way to ensure a contractor was qualified for a task/project was to pre-qualify a certain number of contractors for specific known needs; the same as the Town did for engineer services.

Director of Public Service Tom Fore informed Council that Staff had a “list” of reputable contractors previously used by the Town, so when projects arose and bids were submitted, the Town already knew the quality of work, or lack thereof, that each contractor was capable of delivering.

Assistant Director of Public Services Paul Hill ensured Town Council that Staff went through a rigorous process of qualifying all contractors considered for Town projects, in order to ensure that the Town and its citizens, were receiving the quality of work they expected.

8. Council Closed Session: *Section 2.2-3711 (A)(3)*

Town Council convened in closed session from 5:51pm until 6:14pm.
No actions were taken by Town Council after the closed session.

9. Adjournment

With no further business to discuss, Mayor Mattox adjourned this meeting at 6:14 p.m.

Michael Mattox, Mayor of Altavista

Gary Shanaberger, Town Manager/Town Clerk



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 7.A

PUBLIC HEARING(S)

Title: PUBLIC HEARING: Special Use Permit - Indoor Pet Boarding Facility (#SUP-24-03)

Staff Resource: Matt Perkins, Assistant Town Manager

Action(s):

Town Council to conduct a Public Hearing for a Special Use Permit for Indoor Pet Boarding Facility, as required by Town Code 86-427(5).

Explanation:

See Staff Report to Town Council (attached)

Background:

See Staff Report to Town Council (attached)

Funding Source(s):

Attachments: *(click item to open)*

[attachment. TC Agenda Packet_SUP-24-03_MLogan_Binder.pdf](#)

**Staff Report to Town Council
Special Use Permit #SUP-24-03
Public Hearing June 11, 2024**

Request:

The request is for a Special Use Permit submitted by Melissa Logan to establish and operate an Indoor Pet Boarding Facility in the DRO (Downtown Revitalization Overlay) District in connection with an established business, that being Precious Paws Dog and Cat Grooming, operating at 417 Washington Street.

Summary:

Ms. Logan is the business owner of Precious Paws Dog and Cat Grooming. Currently operating to provide pet grooming services to the residents of Altavista and surrounding counties. As part of Ms. Logan's business plan, she seeks to offer pet boarding services.

Recently, the Planning Commission recommended, and the Town Council approved a Zoning Text Amendment to define Indoor Pet Boarding Facility as a building or structure located on any lot or parcel in which more than 5 dogs and cats are kept, trained, or boarded for a fee and may include pet day care services. Further, Indoor Pet Boarding Facility was included as a permitted use by special use permit application subject to the conditions of Section 86-523.

Precious Paws Dog and Cat grooming is a newly licensed business in the Town of Altavista and began operation in May 2024.

Staff Evaluation in accordance with Zoning Ordinance:

Section 86-523 – Indoor Pet Boarding Facility sets the minimum guidelines for operation of an Indoor Pet Boarding Facility, and to which Ms. Logan has affirmed her commitment to maintain. Section 86-523 is hereto attached for ease of reference.

Zoning District and Adjacent Land Use:

The subject property is Zoned as DRO (Downtown Revitalization Overlay) District. All adjacent and surrounding properties are also zoned DRO. One will find a mix of commercial, office, and civic uses immediately adjacent to the subject property.

Relationship to Existing Plans

Comprehensive Plan

The 2045 Comprehensive plan notes a commitment to “redevelopment in the downtown area” by supporting “mixed and complementing uses”. It is an important feature to central business districts to create diversity by accommodating infill development that fits the scale, design and character of the district and focused on retail, office and, in this case, personal services, that create pedestrian oriented environments.

Further, the Comprehensive Plan states as the Goal for Economic Development, to “attain [a]...diversified and stable economy that provides a sufficient tax base and quality of life resources that support the citizens and attracts businesses and visitors.” Staff believes that this use, which complements an existing business, meets the objectives of this goal.

Lastly, by fostering small business development in the Town of Altavista, in providing opportunities for uses that previously may not have been contemplated in the Zoning Ordinance and providing a path forward through special use permit application, this opportunity also meets a strategic initiative of the Town’s most recent Economic Development Strategic Plan, that being the prioritizing business growth initiatives.

Public Input

Public Advertisements for the Planning Commission Public Hearing in this matter were published for two successive weeks, those being May 22, 2024, and May 29, 2024, in the Altavista Journal. Additionally, Adjacent Property Owner Letters (8) were sent on May 21, 2024, via first-class mail. The Property was posted with a Public Hearing Notice Placard on May 21, 2024.

There were no comments at the Planning Commission’s Public Hearing on this matter either in support of or in opposition to the request for this Special Use Permit.

The Planning Commission, in a vote of 6-0, approved this request for Special Use Permit to be submitted to Town Council for approval. Planning Commission Resolution submitted herein as part of the record.

Public Advertisements for the Town Council Public Hearing in this matter were published for two successive weeks, those being May 29, 2024, and June 05, 2024, in the Altavista Journal. Additionally, Adjacent Property Owner Letters (8) were sent on May 28, 2024, via first-class mail. The Property was posted with a Public Hearing Notice Placard on June 03, 2024.

As of the writing of this report, staff have not received any letters, phone calls or emails in support of or opposition to the application of this Special Use Permit.

Staff Recommendation:

Staff recommends that the Town Council approve the Special Use Permit SUP-24-03, subject to Sec 86-523 of the Code of the Town of Altavista.

Attachments:

1. Special Use Permit Application
2. Aerial Map including Site Photos (*current condition*)
3. Zoning Map
4. Future Land Use Map



RESOLUTION OF THE PLANNING COMMISSION

WHEREAS, pursuant to the requirements of the Code of Virginia Title 15.2-2204, as amended, the Planning Commission of the Town of Altavista held a public hearing to consider a Special Use Permit (#SUP-24-03) submitted by Melissa Logan, owner of Precious Paws Dog and Cat Grooming, and lessee at 417 Washington Street, Altavista, VA; and

WHEREAS the Planning Commission has given interested citizens and other parties the opportunity to comment on the proposed request at a duly advertised public hearing on June 03, 2024; and

WHEREAS the Planning Commission considered information provided by the applicant and town staff; and

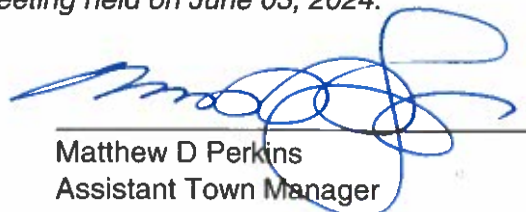
WHEREAS the Planning Commission considered comments made by those in opposition to the request and in support of the request; and

WHEREAS Staff made a recommendation to the Planning Commission to recommend approval of the Special Use Permit; and

WHEREAS the Planning Commission has determined that the Special Use Permit request is consistent with the Code of the Town of Altavista, Virginia, 1968, as amended, the Town of Altavista's 2045 Comprehensive Plan and stated goals and objectives of the 2019 Economic Development Strategic Plan.

NOW THEREFORE, BE IT RESOLVED that the Planning Commission of the Town of Altavista at its June 03, 2024, meeting recommended approval of the Special Use Permit (#SUP-24-03) to the Altavista Town Council by a vote of 6 to 0.

I, Matthew D. Perkins, Assistant Town Manager for Altavista, VA, do hereby certify that the forgoing action was taken by said Commission at its meeting held on June 03, 2024.



Matthew D Perkins
Assistant Town Manager

Sec. 86-523 - Indoor Pet Boarding Facility

(a) Definitions:

The following words, terms and phrases when used in this article shall have the meanings indicated:

(1) Pet: Dog or cat.

(b) General Standards:

1. Indoor Pet Boarding activities must be in a completely enclosed building.
2. Facility shall comply with all local or state regulations when a pet is boarded, or under the care, custody or subject to the actions of the operator. All shots that are required by the town, county or state shall be recorded by the operator.
3. Facility, and its surrounding environs, shall be maintained in a clean and sanitary condition and free from any accumulation of dirt, mud, fecal matter, or debris. Provisions shall be made so that cleaning and disinfecting of pet housing facilities, including runs, cages, pens, and kennels, shall occur daily – even when the facility is closed.
4. Facility shall not have noise emitting from the building that violates the standards of the Town noise ordinance found at Section 34-1(5) at any hour.
5. Facility shall be sufficiently heated and cooled to protect the pets contained therein from temperatures to which they are not normally acclimatized.
6. Facility shall be adequately ventilated to reasonably ensure the health of pets contained therein and to assist in the removal of foul and obnoxious odors.
7. Facility shall provide adequate fire safety protection to include fully operational fire suppression systems or devices and functional smoke detectors.
8. Facility shall contain a drainage system which shall be connected to a sanitary sewer system which conforms to the standards of the Town of Altavista.
9. Facility shall contain a means of disposal of pet waste in compliance with generally accepted standards for commercial pet waste removal.
10. The number of animals kept at facility shall be based upon the space available to meet each pet's needs, i.e. sanitary, noise, ventilation, feeding, recreation, enrichment, and temperature, in accordance with commonly accepted practice.
11. Facility shall have no outdoor pet related activity including pet runs, exercise areas, display areas, sunning areas, or swimming areas or other similar activities.
12. No outdoor enclosures shall be allowed adjacent to or as part of an indoor pet boarding facility.
13. Pet breeding or reproduction activities are prohibited.
14. Indoor Pet Boarding cannot be operated in any building or structure containing a residential use type and must be located a minimum of 100 feet from any adjacent residential use types.



Town of Altavista
Department of Community Development

P.O. Box 420, Altavista, Virginia 24517
Phone: (434) 369- 5001 Fax: (434) 369-4369

Special Use Permit Application

DATE: 5-15-2024
CASE #: SUP-24-03

Property location and Identification

Tax Map Identification #: 83A-11-8-8
Name of Development: NA
Name of Property Owner: Mitch Hailey
Physical Address of Proposed Site: 417 Washington St Altavista
Mailing Address: 426 7th Street Altavista
Telephone: 309-7297 941-6232 Email: ppaws2016@yahoo.com
Agents Name: Precious Paws Dog & Cat Grooming LLC
Agents Phone Number: 309-7297 Agents Fax Number: _____
Agents Mailing Address: 417 Washington St. Altavista VA
Special Use Requested: Indoor pet boarding facility

Required Attachments:

☐ Boundary Survey Plat or ☐ Site Development Plan
☒ Statement of Compliance ☐ Traffic Study/VDOT LUP

Present Zoning Classification (Check one):

☐ Low-Density Residential (R-1) ☐ Local Commercial (C-2) ☐ Planned Unit Development (PUD)
☐ Medium-Density Residential (R-2) ☐ General Commercial (C-2) ☒ Downtown Revitalization (DRO)
☐ Residential Manufactured Home ☐ Industrial District (M)
Park (R-MPH)

Application Review Fee

Please include your non-refundable application review fee in the amount of \$400.00 dollars, plus \$275.00 dollars for advertising costs. Please make checks payable to: **The Town of Altavista**

☐ Approved ☐ Denied by Town Council on _____ Date _____

Confirmed by Sigurd Lease
Signature of Property Owner

Date

Signature of Zoning Administrator

Date

Amount Paid \$ 400-

Date Paid 5/15/2024

May 15, 2024

Town of Altavista
ATTN: Zoning Administrator
P.O. Box 420
Altavista, VA 24517

RE: Application for Special Use Permit
Declaration of Intent

I, Melissa Logan, owner of Precious Paws Dog and Cat Grooming, and applicant for Special Use Permit (SU-24-03) for Indoor Pet Boarding Facility, submit this Declaration of Intent as my affirmation that should the Special Use Permit be recommended for approval by the Altavista Planning Commission to Altavista Town Council, and upon Altavista's Town Council approval, that I, as the responsible party, will comply, enforce, and maintain conformity with the Development Standards for Indoor Pet Boarding Facility as declared at Section 86-523 of the Town Code of the Town of Altavista. I understand that failure to maintain conformity with Sec 86-523 will result in the Special Use Permit being revoked by the Town of Altavista.

Signature: Melissa Logan

Printed Name: Melissa Logan

Date: 5-21-24

Witness: [Signature]

Printed Name: MATT PERKINS

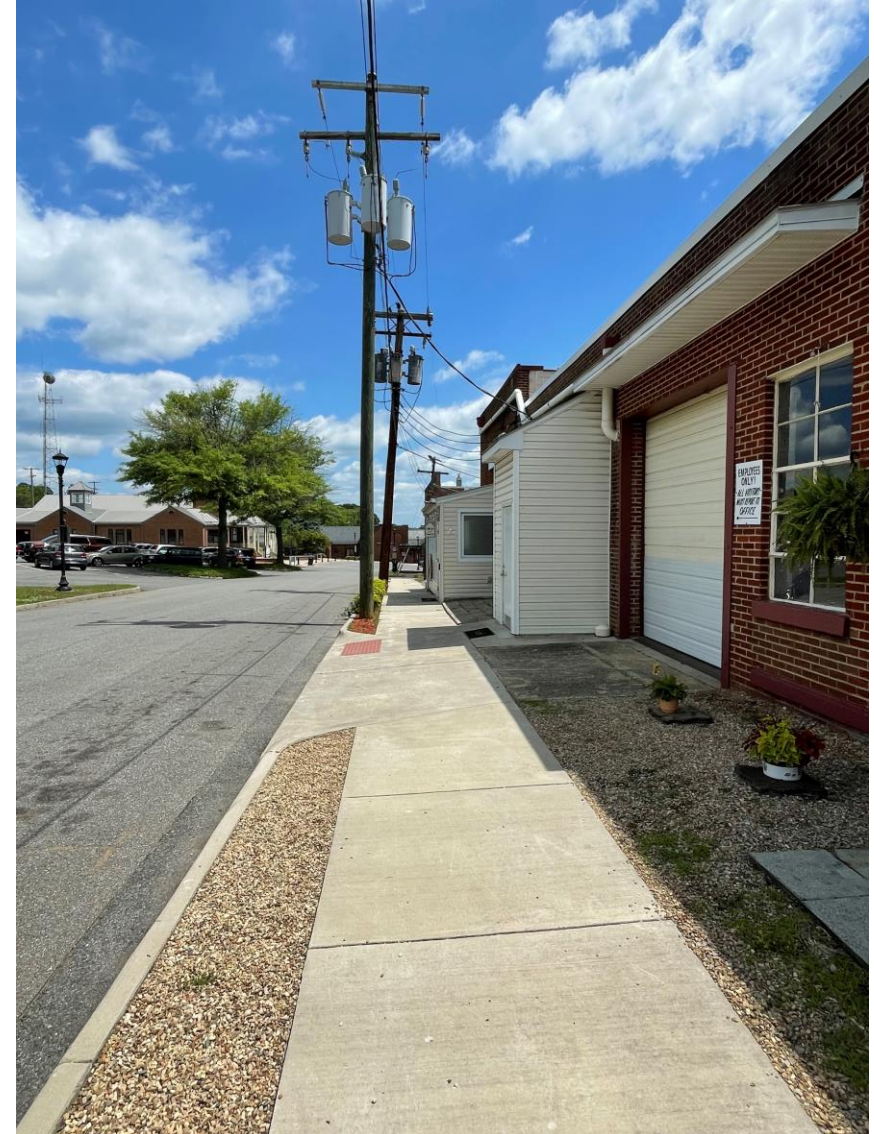
Aerial Map – 417 Washington Street



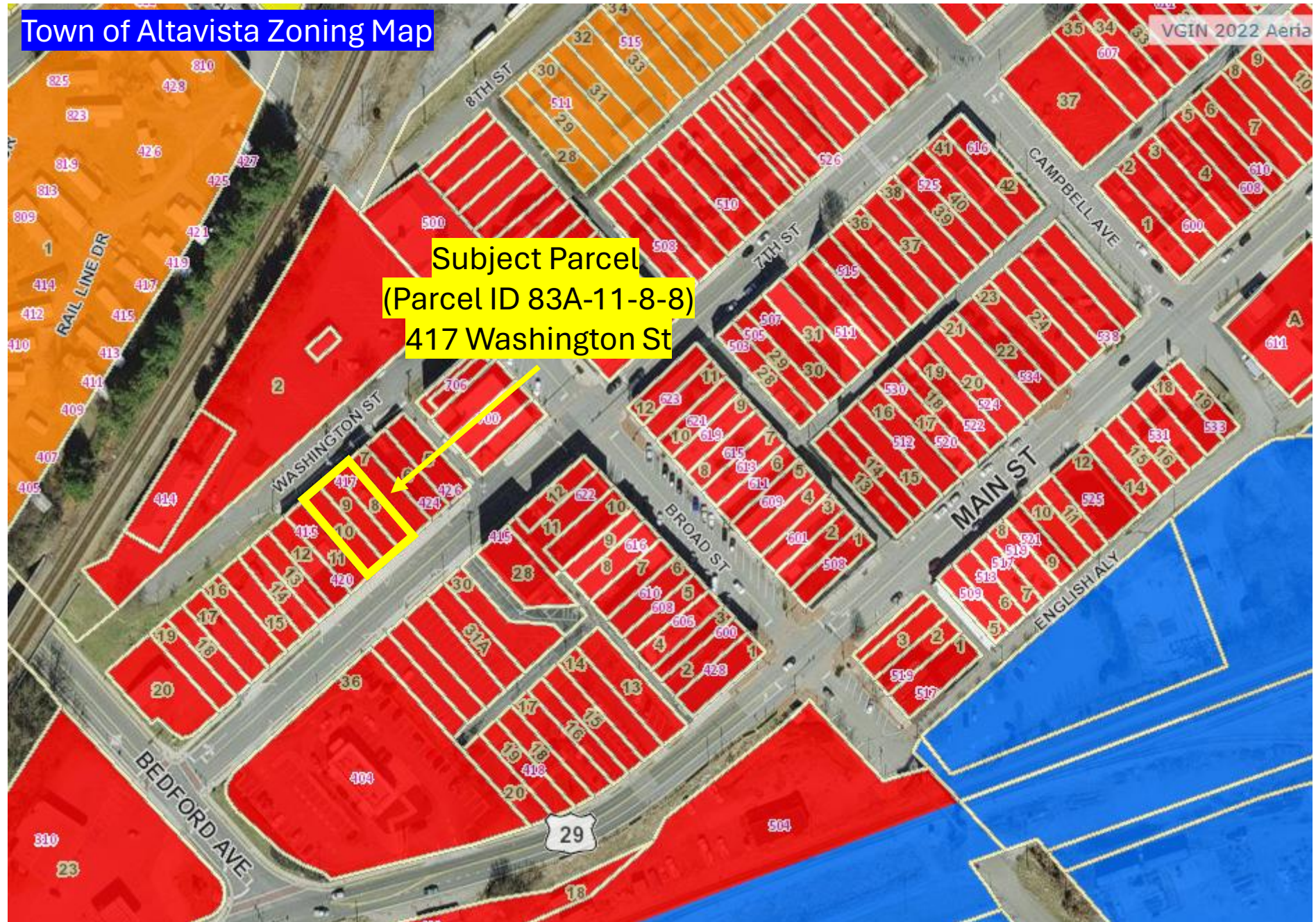
Site Photos – 417 Washington Street



Site Photos – 417 Washington Street



Town of Altavista Zoning Map



2045 Future Land Use Map

Legend

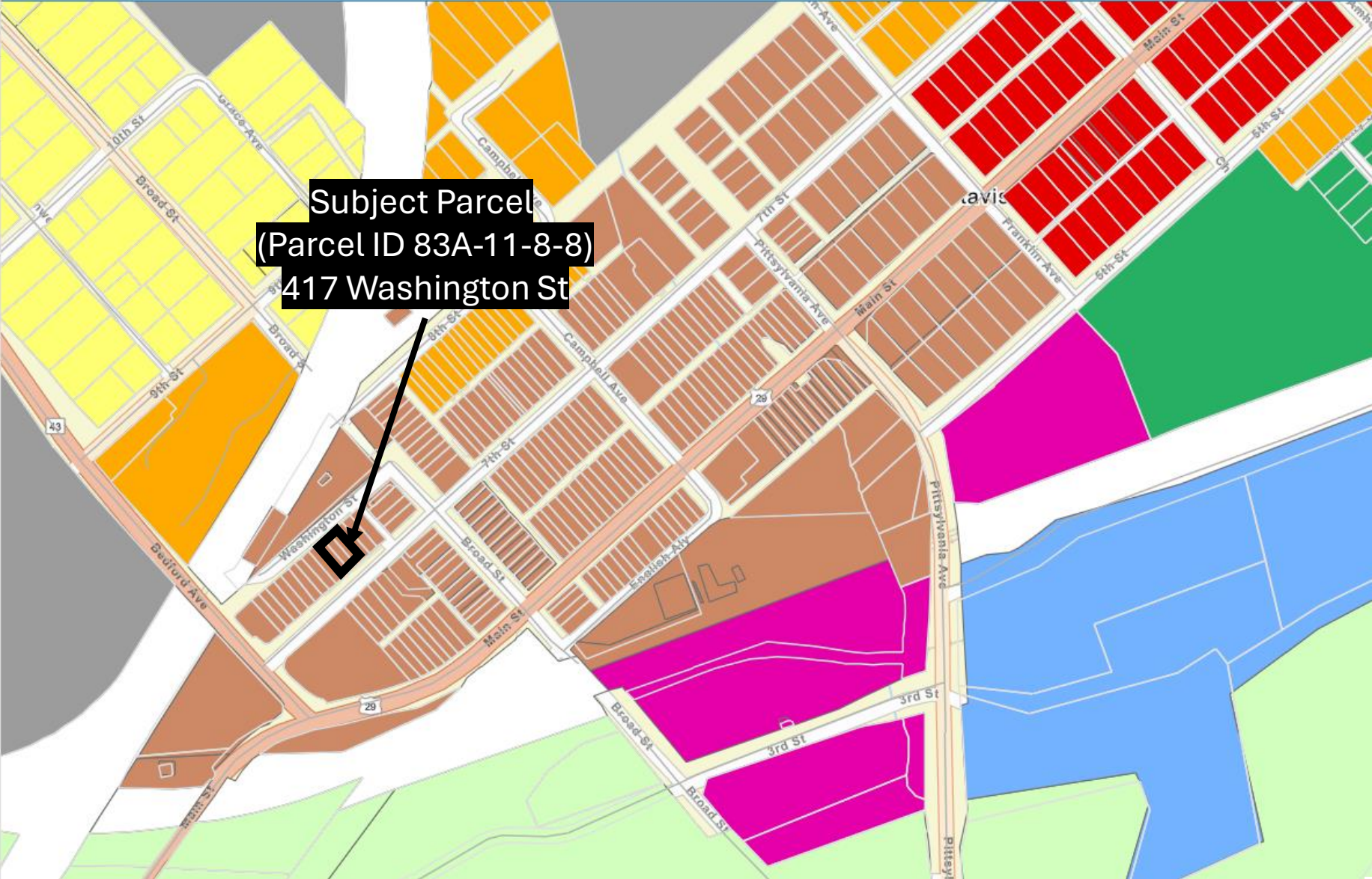
StreetCenterline

AltavistaParcels

Altavista_TownBoundary

FutureLandUse

- Downtown Commercial
- Economic Opportunity Area
- General Commercial
- Industrial
- Institutional
- Low Density Residential
- Medium Density Residential
- Mixed Use
- Open Space
- road
- Open Space - Development
- others





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 9.A

UNFINISHED BUSINESS

Title: Adoption of the FY2025 Budget and FY2025-2029 Capital Improvement Program (CIP); Adoption of Town Tax Rates, Water & Sewer Rates, Fees, Solid Waste Fee, and Other Charges. Staff Resource: Tobie Shelton, Director of Finance and Administration, and Matt Perkins, Assistant Town Manager

Action(s):

Approval of the resolutions and ordinances relating to the fiscal year 2025 budget, Capital Improvement Program (CIP), water and sewer rates, real estate tax rate, implementation of solid waste collection fee, and all other taxes, fees, and charges as outlined below.

Explanation:

The adopted budget is the operations guide and financial policy document for the fiscal year.

Background:

Over the past several months, Town Council has reviewed and commented on the proposed FY2025 Budget and FY2025-2029 Capital Improvement Program (CIP); as well as held the required public hearings. The proposed budget totals \$12,846,810, which includes the General Fund, Enterprise Fund, Cemetery Fund, and Highway Maintenance Fund.

Funding Source(s):

The fiscal year 2025 adopted budget allocates funds for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Attachments: *(click item to open)*

Attachment 1. Resolution Adopting and Appropriating the FY2025 Budget

Attachment 1a. FY2025 Proposed Budget Summary

Attachment 2. Resolution Adopting the FY2025 Utility (Water and Sewer) Rates

Attachment 3. Resolution Adopting the FY2025-2029 Capital Improvement Program (CIP)

Attachment 4. Ordinance Amending and Re-Ordaining the Town's Tax Rates, Water and Sewer Rates, and Other Fees and Charges for FY2025

Attachment 4a. FY2025 Proposed Master List of Fees

Attachment 5. Resolution Adopting the FY2025 Solid Waste Collection Fee

Attachment 5a. Solid Waste Collection Fee Ordinance; Section 62-4 of the Code of the Town of Altavista.pdf

TOWN OF ALTAVISTA, VA

FISCAL YEAR 2025 BUDGET & APPROPRIATION RESOLUTION

A RESOLUTION TO APPROPRIATE DESIGNATED FUNDS AND ACCOUNTS FROM DESIGNATED REVENUES FOR FY 2024-2025 FOR THE OPERATING BUDGETS AND THE CAPITAL IMPROVEMENT PROGRAM FOR THE TOWN OF ALTAVISTA, VIRGINIA

WHEREAS, pursuant to Section 15.2-2503 of the Code of Virginia (1950), as amended, the Town Council of Altavista, Virginia must approve for informative and fiscal planning purposes a budget that contains a complete and itemized classified plan for all contemplated expenditures, all estimated revenues, and all estimated borrowings for the Town during the fiscal year beginning July 1, 2024 and ending June 30, 2025 (“**FY2025**”); and

WHEREAS, the Town Manager prepared for FY 2025 a budget entitled *Proposed Operating Budget and Capital Improvement Plan for Fiscal Year 2025*” (“**FY2025 Budget**”), which was the subject of a duly advertised Town Council public hearing, and was considered and discussed by Town Council through a series of budget work sessions; and

WHEREAS, it is the finding and conclusion of the Town Council that the schedules and exhibits of anticipated revenues and expenditures for the fiscal year appear to be as accurate as possible for budgetary purposes.

NOW THEREFORE, the Council of the Town of Altavista, Virginia hereby resolves:

SECTION I. The FY 2025 Budget is hereby approved and adopted in its entirety. The FY 2025 Budget shall include fund categories and budgeted expenditures for such fund categories as follows: General Fund, **\$6,063,260**; Enterprise “Utility” Fund (Water & Sewer), **\$5,618,190**; Highway Maintenance Fund, **\$993,210**; Cemetery Fund, **\$107,150**; and Transfer to General Fund Reserves (Fire Department loan repayment) **\$65,000**. Included in these funds is **\$1,254,810** for Capital Outlay;

SECTION II. Amendments to the adopted FY 2025 Budget may be enacted by the Town Council by resolution from time to time.

SECTION III. The Town Manager may authorize the transfer of any unencumbered balance, or portion thereof, from one classification of expenditure to another within the same department or appropriation category.

SECTION IV. The Town Manager may increase appropriations for non-budgeted revenue that may occur during the fiscal year as follows:

1. Insurance recoveries received for damage to any town property.
2. Refunds or reimbursements made to the town.

SECTION V. All outstanding encumbrances in the capital projects fund at June 30, 2024 shall be an amendment to the adopted budget and shall be reappropriated to the FY2024-2025 fiscal year to the same department and account for which they were assigned in the previous year subject to any applicable public hearing requirements. Appropriations designated for capital projects will not lapse at the end of the fiscal year. The Town Manager may approve transfers between funds to enable capital projects to be accounted for properly. Upon completion of a capital project, the Town Manager is authorized to close out the project and transfer any remaining balances to the original funding source. The Town Manager is authorized to approve transfers among capital projects as long as funding sources are consistent and total appropriations are not increased. If the actual contract amount for a project is less than the appropriations, the Town Manager may approve the transfer of excess funds back to the original funding source upon completion of the project.

SECTION VI. The Town Manager is hereby authorized and directed to take all appropriate administrative actions necessary and prudent to effectuate implementation of this Resolution including but not limited to, transferring money within and between funds, paying all short and long-term debt due, and establishing necessary encumbrances at the end of the fiscal year.

SECTION VII. All appropriations are declared to be maximum.

SECTION VIII. No department, agency or individual receiving appropriations under the provision of this Resolution shall exceed the amount of its or his appropriation, except with the prior approval of, and appropriation by, the Town Council.

SECTION IX. All prior budgets, ordinances, and resolutions in conflict herewith are hereby repealed.

SECTION X. If any provision of this Resolution is declared invalid, the decision shall not affect the validity of the Resolution as a whole or any remaining provisions of the Resolution.

SECTION XI. This Resolution shall be effective on and after July 1, 2024.

PASSED THIS 11th DAY OF June, 2024.

Michael E. Mattox, Mayor
Town of Altavista

ATTEST:

Gary Shanaberger, Town Clerk



TOWN OF ALTAVISTA FY 2025 PROPOSED BUDGET

General Fund

Real Estate Tax	719,020
Public Service Corporation Taxes	90,000
Personal Property Taxes	388,150
Machinery and Tools Taxes	2,040,000
Other Local Taxes	2,376,020
Permits and Fees	3,500
Fines and Forfeitures	30,200
Use of Money and Property	225,900
Charges for Service	6,400
Donations, Receipts, and Transfers	16,530
Intergovernmental	314,440

General Fund Total: **\$6,210,160**

Enterprise Fund (Water & Sewer)

Water and Sewer Charges	5,124,670
Connection Fees	4,150
Miscellaneous, Grants, & Transfers	266,000
CIP Reserves	223,370

Enterprise Fund Total: **\$5,618,190**

Highway Maintenance Fund **\$993,210**

Cemetery Fund **\$25,250**

REVENUE GRAND TOTAL: **\$12,846,810**

PROPOSED OPERATING EXPENDITURES

Council / Planning Commission	54,460
Administrative Department	1,206,840
Police Department	1,507,220
Public Works	2,240,890
Street & Highway Maintenance	993,210
Water Department	2,824,010
Wastewater Department	2,794,180
Green Hill Cemetery	79,900



Non-Departmental	285,420
Transit Department	201,300
Economic Development	189,300
Community Development	233,970
Spark	143,860
Transfer to Cemetery Reserves	27,250
Transfer to General Fund Reserves – Fire Department	65,000
Total Proposed Operating Expenses:	<u>\$12,846,810</u>

PROPOSED CAPITAL OUTLAY

Water Plant Equipment	367,450
Wastewater Treatment Plant Equipment	222,450
Public Works Department Equipment	463,100
State Highway Funding	147,810
Police Department Equipment	34,000
Economic Development	10,000
Cemetery	10,000
Total Proposed Capital Outlay:	<u>\$1,254,810</u>

Funding Sources for Proposed Capital Outlay:

Cash Funded – General Fund	490,670
Cash Funded – Enterprise Fund	410,900
Cash Funded – Highway Fund	120,000
Cash Funded – Cemetery Fund	10,000
Debt Proceeds	179,000
Transfer In from General Fund Reserves	16,430
Transfer In from Highway Fund Reserves	27,810

FY2025 – 2029 CIP Expenditures:	<u>\$20,678,590</u>
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TOWN OF ALTAVISTA, VA

FISCAL YEAR 2025 UTILITY (WATER AND SEWER) RATES INCREASE RESOLUTION

AN UNCODIFIED ORDINANCE SETTING THE UTILITY (WATER & SEWER) RATES FOR FY2025

1. **BE IT ORDAINED** that by the Town Council of the Town of Altavista, Virginia, meeting in regular session this 11th day of June 2024, that the Town's utility (water & sewer) rates will be as follows effective December 1, 2024:
 - a. **Water**
 - Business & Residential - \$4.02 per 1,000 gallons**
 - Industrial - \$3.95 per 1,000 gallons**
 - Town of Hurt - \$6.03 per 1,000 gallons**
 - Business & Residential (Outside Town Limits) - \$8.04 per 1,000 gallons**
 - Industrial (Outside Town Limits) - \$7.90 per 1,000 gallons**
 - b. **Sewer (based on 85% of water consumption or metered consumption)**
 - Business & Residential - \$4.40 per 1,000 gallons**
 - Industrial - \$4.52 per 1,000 gallons**
 - Town of Hurt - \$4.40 per 1,000 gallons**
 - Business & Residential (Outside of Town Limits) - \$8.80 per 1,000 gallons**
 - Industrial (Outside of Town Limits) - \$9.04 per 1,000 gallons**
 - Sewer Only Charge (flat rate with monthly fixed charge) - \$46.60**
 - c. **Surcharge**
 - Biochemical Oxygen Demand (BOD) - \$4.78**
 - Chemical Oxygen Demand (COD) - \$2.29**
 - Total suspended Solids (TSS) - \$3.19**
 - d. **All other Utility Rates, Fees and Charges will remain unchanged.**
 - e. **These changes will be incorporated into the Town of Altavista FY2025 Master List for Fees, Rates and Charges.**
2. These rates will take effect on December 1, 2024.

PASSED THIS 11th DAY OF JUNE, 2024.

Michael E. Mattox, Mayor
Town of Altavista

ATTEST:

Gary Shanaberger, Town Clerk

TOWN OF ALTAVISTA, VA

RESOLUTION TO APPROVE THE FY 2025 – 2029 CAPITAL IMPROVEMENT PROGRAM

WHEREAS, the Town Manager presented a draft FY2025-2029 Capital Improvement Program, as part of the budget entitled *Proposed Operating Budget and Capital Improvement Plan for Fiscal Year 2025*, which was the subject of a duly advertised Town Council public hearing, and was considered and discussed by Town Council through a series of budget work sessions; and

WHEREAS, as a result of several budget work sessions, the Town Council directed that certain changes be made to the FY 2025 Budget and Capital Improvement Program.

WHEREAS, a Public Hearing was held on May 14, 2024 to receive public comment; now therefore

BE IT RESOLVED, that the FY2025-2029 Capital Improvement Program for the Town of Altavista, as modified in work sessions held during January, February, and March 2024, is hereby approved.

Voting for: _____

Against: _____

Adopted: _____

Town Clerk

TOWN OF ALTAVISTA, VA

ORDINANCE NO: 20-06-01

PRESENTED: April 9, 2024

ADOPTED: June 11, 2024

AN ORDINANCE: ADOPTING AND RE-ORDAINING THE TOWN'S TAX RATES, WATER AND SEWER RATES, FEES, AND OTHER CHARGES

The Town Council of the Town of Altavista, Virginia hereby ordains:

SECTION I. That all tax rates, fees, and other charges for the Town of Altavista are hereby adopted and re-ordained as set forth in Appendix A to this Ordinance, "Master List Rates, Fees and Charges".

SECTION II. That all tax rates, water and sewer rates, and fees adopted under this Ordinance shall supersede any conflicting tax rate, water and sewer rates, fee or charge previously adopted.

SECTION III. That the "Master List, Rates, Fee and Charges" adopted and re-ordained under this Ordinance shall be incorporated by reference in the Town Code of Altavista, Virginia, as necessary.

SECTION IV. That if any portion of this Ordinance shall be adjudged invalid by a court of competent jurisdiction, the same shall not affect the validity of this Ordinance as a whole or any part or provisions thereof, other than the part so decided to be invalid.

SECTION V. That this Ordinance shall be effective July 1, 2024.

PASSED THIS 11th DAY OF JUNE, 2024.

Michael E. Mattox, Mayor
Town of Altavista

ATTEST:

Gary Shanaberger, Town Clerk

TOWN OF ALTAVISTA
MASTER LIST
FEES, RATES AND CHARGES
FY 2025 PROPOSED BUDGET

BUSINESS PROFESSIONAL AND OCCUPATIONAL LICENSE

	Rate per \$100 of gross receipts	
Contractors	\$0.03 up to \$200,000; \$0.01 in excess of \$200,000	
Retailers	\$	0.0425
Financial, Real Estate, & Professional	\$	0.0425
Personal Services, Repair	\$	0.0600
Wholesalers	\$	0.0175
Wholesale Peddlers	\$	0.0175
Commission Merchant	\$	0.0600
Direct Sellers (sales under \$4,000)	\$	0.0175
Direct Sellers (Sales over \$4,000)	\$	0.0550
Peddlers	\$	125.0000
Itinerant Merchant (Edible, Perishable Goods)	\$	25.0000
Itinerant Merchant (Nonperishable Goods)	\$	125.0000
Carnivals, Circus	\$100 per day; \$500 per week	
Fortunetellers	\$	500.00
Savings Institutions/State Chartered Credit Unions	\$	25.00
Photographers, out of town	\$	15.00
Utilities	\$.0025 of Gross Receipts	
Operators, coin operated machines	\$87.50 for less than 10 machines; \$100 for 10 or more machines plus \$0.18	
Minimum License	\$	15.00

CEMETERY FEES

Changing of cemetery Deed	\$	25.00	
Sale of Cemetery Spaces / Mausoleum / Cremation- Green Hill Cemetery	\$	650.00	in town residents - with a minimum of 2 spaces
	\$	950.00	out of town residents - with a minimum of 2 spaces
Opening / closing Fee - Green Hill Cemetery	\$	750.00	before 12 noon - weekday
	\$	925.00	after 12 noon - weekday
	\$	1,050.00	weekend or holiday
Opening / closing Fee - Mausoleum / Cremation / Child	\$	350.00	before 12 noon - weekday
	\$	400.00	after 12 noon - weekday
	\$	450.00	weekend or holiday
Disinterment	\$	1,300.00	

RENTALS

Booker Building / Train Station Deposit	\$	150.00	
	\$	250.00	if alcohol is served
Booker Building Rental Fee	\$	100.00	for each 4 hours
Train Station Rental Fee	\$	200.00	daily
Booker Building / Train Station Utility Fee	\$	25.00	
Park Pavilion Rentals	\$	50.00	for each 4 hours - large pavilion @ English & Shreve Park
	\$	25.00	for each 4 hours - small pavilion @ English & Shreve Park
Weekend Truck Rental (<i>Town residents/businesses only</i>)	\$	150.00	standard dump truck - resident
	\$	200.00	tandem dump truck - resident
	\$	150.00	standard dump truck - business
	\$	200.00	tandem dump truck - business

PLANNING & ZONING RELATED

Zoning Permit	\$	25.00	
Sign Permit	\$	50.00	
Special Use Permit Request Application	\$	300.00	plus cost of advertising
Variance Request Application	\$	300.00	plus cost of advertising
Appeal to Board of Zoning Appeals Application	\$	300.00	plus cost of advertising
Rezoning Request Application	\$	500.00	plus cost of advertising
Comprehensive Plan Amendment	\$	1,000.00	plus cost of advertising
Short-term Rental - Initial Registration	\$	250.00	
Short-term Rental - Annual Registration Renewal	\$	250.00	
Resurvey, Boundary Line Adjustment, Easement, Line Vacation Examination Fee	\$	25.00	
Single Lot Subdivision Plat Examination Fee	\$	35.00	
Subdivision (5 lots or less) for examining	\$	50.00	+ \$5 per lot
Subdivision (5 lots or more); fees for examining	\$	100.00	+ \$5 per lot
Other Subdivision Plat Examination Fee	\$	100.00	+ \$5 per lot
Zoning Text Amendment	\$	500.00	plus cost of advertising
Public Hearing Applicant Deferral Request	\$ Cost of Advertisement		
Site Plan	\$	250.00	
Traffic Impact Analysis/Study	\$	500.00	or actual cost if over \$500
Zoning Determination Letter	\$	100.00	
After the Fact Permit	\$	100.00	
Comprehensive Plan - printed copy	\$	25.00	
Comprehensive Plan - flash drive	\$	10.00	

**TOWN OF ALTAVISTA
MASTER LIST
FEES, RATES AND CHARGES
FY 2025 PROPOSED BUDGET**

Zoning Ordinance - printed copy	\$ 25.00
Zoning Ordinance - flash drive	\$ 10.00
Third Party Review Fees	\$ Actual Cost
Administrative Fee	\$ 75.00

TRANSIT FEES

Transit Tokens	\$ 0.50 each
Transit Punch Cards	\$ 10.00 for 3 cards
Transit Monthly Pass	\$ 20.00

TAX RATES

Real Estate Rate	\$0.20 per \$100 of assessed value	<i>Updated from \$.1043</i>
Personal Property Rate	\$2.00 per \$100 of assessed value	
Cigarette Tax	\$ 0.27 per pack	
Hotel Lodging Tax	5.50% 3% credit for reporting on time	
Meals Tax	8% 2% credit for reporting on time	
Vehicle License Tax / Automobile	\$ 15.00	
Vehicle License Tax / Motorcycle	\$ 5.00	
Vehicle License Tax / Trailer	\$ 6.50	
Vehicle License Tax / Taxi Cab transporting passengers for hire	\$ 25.00	

UTILITY FEES

EFFECTIVE DECEMBER 1, 2024 UTILITY RATES (WATER & SEWER)

		<i>Current</i>
Water	Business & Residential - \$4.02 per 1,000 gallons	\$ 3.65
	Industrial - \$3.95 per 1,000 gallons	\$ 3.59
	Town of Hurt - \$6.03 per 1,000 gallons	\$ 5.48
	Business & Residential Outside of Town - \$8.04 per 1,000 gallons	\$ 7.30
	Industrial Outside of Town - \$7.90 per 1,000	\$ 7.18
Sewer (based on 85% of water consumption or metered consumption)	Business & Residential - \$4.40 per 1,000 gallons	\$ 4.00
	Industrial - \$4.52 per 1,000 gallons	\$ 4.11
	Town of Hurt - \$4.40 per 1,000 gallons	\$ 4.00
	Business & Residential Outside of Town - \$8.80 per 1,000 gallons	\$ 8.00
	Industrial Outside of Town - \$9.04 per 1,000	\$ 8.22
Sewer Only Charge (flat rate with monthly fixed charge)	\$ 46.60	\$ 44.75

Monthly Fixed Charge

Meter Size	Factor	Charge
5/8"	1	\$6.50
3/4"	1.5	\$9.75
1"	2.5	\$16.25
1 1/2"	5	\$32.50
2"	8	\$52.00
2 1/2"	11	\$71.50
3"	15	\$97.50
4"	25	\$162.50
6"	50	\$325.00
8"	80	\$520.00
10"	115	\$747.50

Water / Sewer Connection & Availability Schedule

		Water Connection	Water Availability	Water Availability	Sewer Connection Base Fee	Sewer Availability
Meter Size	Factor	Base Fee	Availability Fee	Base Fee	Fee	Fee
5/8"	1	\$2,150	\$0	\$500	\$2,000	\$700
3/4"	1.5	\$3,225	\$0	\$750	\$3,000	\$1,050
1"	2.5	\$5,375	\$0	\$1,250	\$5,000	\$1,750
1 1/2"	5	\$10,750	\$0	\$2,500	\$10,000	\$3,500
2"	8	\$17,200	\$0	\$4,000	\$16,000	\$5,600
2 1/2"	11	\$23,650	\$0	\$5,500	\$22,000	\$7,700
3"	15	\$32,250	\$0	\$7,500	\$30,000	\$10,500
4"	25	\$53,750	\$0	\$12,500	\$50,000	\$17,500
6"	50	\$107,500	\$0	\$25,000	\$100,000	\$35,000
8"	80	\$172,000	\$0	\$40,000	\$160,000	\$56,000
10"	115	\$247,250	\$0	\$57,500	\$230,000	\$80,500

The Base Fee is set for the line being on the same side of the road as the connection. If the line is in the road or opposite side of the road where the connection is needed then the fee will be the base plus the actual installation cost of connection + 15% Administration fee.

**TOWN OF ALTAVISTA
MASTER LIST
FEES, RATES AND CHARGES
FY 2025 PROPOSED BUDGET**

Biochemical Oxygen Demand (BOD) rate	\$	4.78	Updated from \$4.32
Chemical Oxygen Demand (COD) rate	\$	2.29	Updated from \$2.07
Total Suspended Solids (TSS) rate	\$	3.19	Updated from \$2.88
Application for Service / Application Fee	\$	25.00	
Security Deposit (Owner)	\$	50.00	
Security Deposit (Tenant)	\$	125.00	
Cut-Off Charge Fee for Non-payment	\$	50.00	Updated from \$35
Service request during work hours (7:00 am-3:30 pm M-F)	\$	25.00	
Service request after work hours (3:30 pm M-F; Saturday and Sunday)	\$	50.00	
Purchase of water at WTP	\$	20.00	for each 1,000 gallons / minimum \$20.00 Updated from \$10.00
Disposal Fee Permit for WWTP	\$	55.00	Updated from \$50.00

MISCELLANEOUS CHARGES

Return Check Charge	\$	35.00	
Notary Service Fee	\$	5.00	Per Signature
Police Report	\$	5.00	
Customer Copies - Black and White	\$	0.20	Per Page Updated from \$.15
Customer Copies - Color	\$	0.25	
Fax	\$	1.25	first page
	\$	0.75	each additional page
Vehicle Withholding Fee (DMV stop)	\$	45.00	
Solid Waste Collection Fee	\$	8.00	Per Month
Dealers in precious metals; permit required from Chief of Police	\$	200.00	
Going out of business permit	\$	25.00	
Additional Solid Waste Container	\$	100.00	
Replacement Container	\$	100.00	
House Cleanout	\$	250.00	per load \$250 deposit required with balance due after collection

TOWN OF ALTAVISTA, VA

FISCAL YEAR 2025 SOLID WASTE COLLECTION FEE RESOLUTION

1. **BE IT RESOLVED** that by the Town Council of the Town of Altavista, Virginia, meeting in regular session this 11th day of June 2024, that the Town's solid waste collection fee will be \$8.00 per month effective July 1, 2024.
2. This fee will be incorporated into the Town of Altavista FY2025 Master List for Fees, Rates, and Charges.

PASSED THIS 11th DAY OF JUNE, 2024.

Michael E. Mattox, Mayor
Town of Altavista

ATTEST:

Gary Shanaberger, Town Clerk

An Ordinance to repeal, amend and re-ordain Section 62-4 to the Code of the Town of Altavista, 1968, relating to fees.

Be it ordained by the Town Council of the Town of Altavista:

1. That Section 62-4 of the Code of the Town of Altavista, 1968, be repealed, amended and re-ordained as follows:

Sec. 62-4 Residential solid waste collection fee; other fees.

A. The town shall collect a monthly fee for the regular removal of garbage or refuse from residential properties in the town. Such fee shall be collected regardless of the resident's use of the service. Businesses utilizing the town supplied garbage containers shall also pay the monthly collection fee. Such fee shall be established annually through the town's budget process and shown on the Town of Altavista master list of fees and charges, hereinafter the "Master List" which Master List is incorporated herein by reference and made a part hereof and shall be enforceable as if set out herein.

B. A residential property shall be deemed to include individual living units in multifamily dwelling units and each business or commercial enterprise shall be deemed to include individual business or commercial enterprises located within any facility. The fee for each shall be billed with the water/sewer account serving such property. Payments made on such bills shall be first credited to the solid waste collection fee and secondly to the water/sewer charges.

C. The fee for individual living units in multifamily dwelling units and individual businesses or commercial enterprises located within any facility shall be assessed against the property owner and/or lessor for each such living unit, business or

commercial enterprise, in the event that the same may be otherwise unfeasible to collect in the sole judgement of the town.

D. This fee shall be abated for any full calendar month in which the household is not regularly occupied or the business or commercial enterprise completely ceases routine operation or closes completely, upon proof thereof deemed to be satisfactory by the town.

E. Any other fees and rates for disposal of solid waste shall be set by Town Council and shown on the Master List.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.A

REPORTS AND COMMUNICATIONS

Title: Departmental Reports - Finance

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Informational Items.

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Meals Tax Report

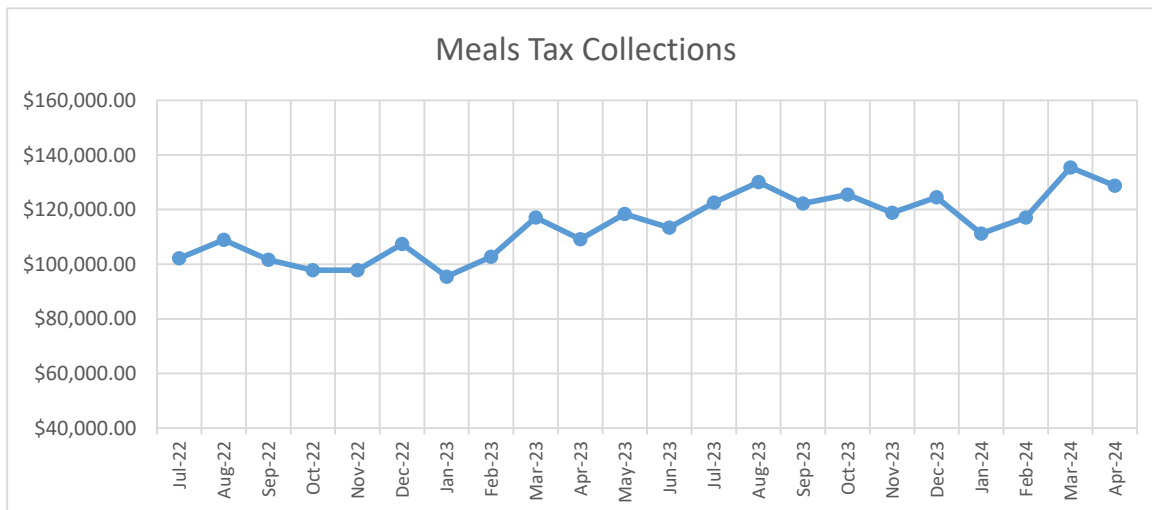
Attachment 2. Sales Tax Report

Attachment 3. Lodging Tax Report

Attachment 4. Cigarette Tax Report

TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

Jul-22	\$102,218.51	PREVIOUS YTD TOTAL (FY)	
Aug-22	\$108,874.52		
Sep-22	\$101,598.57	FY2020	\$970,639.30
Oct-22	\$97,819.71	FY2021	\$1,111,384.10
Nov-22	\$97,796.59	FY2022	\$1,172,634.62
Dec-22	\$107,362.89	FY2023	\$1,271,908.58
Jan-23	\$95,466.21	MTD TOTAL (FY)	
Feb-23	\$102,679.53	FY2023	\$1,040,109.90
Mar-23	\$117,127.88	FY2024	\$1,236,235.35
Apr-23	\$109,165.49	+/-	\$196,125.45
May-23	\$118,399.94	Budgeted: \$1,320,000	
Jun-23	\$113,397.74		
Jul-23	\$122,590.49	+/-	-\$83,764.65
Aug-23	\$130,076.20	% of Budget	93.65%
Sep-23	\$122,246.91		
Oct-23	\$125,514.09		
Nov-23	\$118,786.99		
Dec-23	\$124,474.18		
Jan-24	\$111,254.89		
Feb-24	\$117,107.83		
Mar-24	\$135,426.31		
Apr-24	\$128,757.46		
May-24			
Jun-24			



**Town of Altavista
Local Sales Tax**

Jul-22	\$20,618
Aug-22	\$20,414
Sep-22	\$20,655
Oct-22	\$19,303
Nov-22	\$20,096
Dec-22	\$23,677
Jan-23	\$19,205
Feb-23	\$18,443
Mar-23	\$22,127
Apr-23	\$19,837
May-23	\$19,095
Jun-23	\$27,398
Jul-23	\$21,138
Aug-23	\$19,671
Sep-23	\$24,839
Oct-23	\$23,622
Nov-23	\$23,918
Dec-23	\$26,580
Jan-24	\$19,958
Feb-24	\$21,379
Mar-24	\$24,801
Apr-24	
May-24	
Jun-24	

YTD TOTAL (FY)

FY2021	\$210,965
FY2022	\$228,889
FY2023	\$250,867

MTD TOTAL (FY)

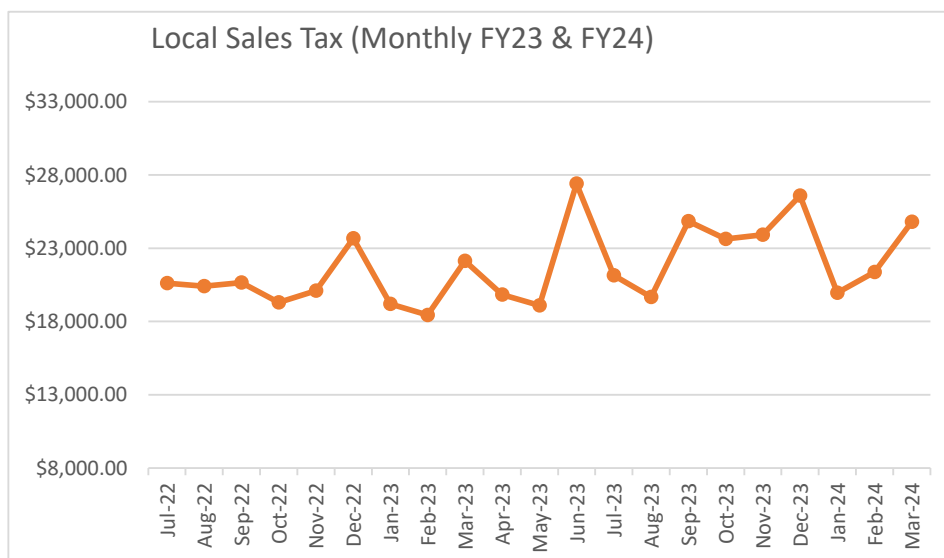
FY2023	\$184,537
FY2024	\$205,906

+/- \$21,368

Budgeted: **\$240,000**

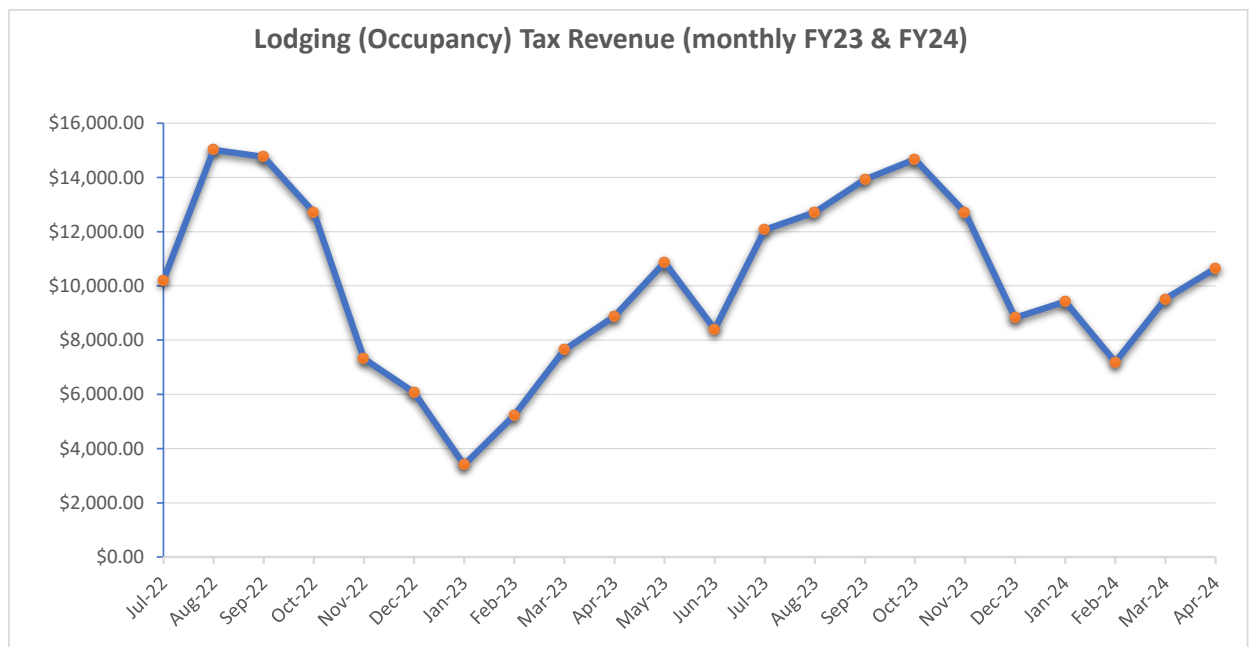
+/- \$34,094

% of Budget 85.79%



Town of Altavista Lodging (Occupancy) Tax

Jul-22	\$10,206		
Aug-22	\$15,015		
Sep-22	\$14,759		
Oct-22	\$12,713	FY2023	FISCAL YEAR TOTAL \$110,495
Nov-22	\$7,317		
Dec-22	\$6,071		
Jan-23	\$3,400	FY2023	MTD TOTAL (FY) \$91,227
Feb-23	\$5,230	FY2024	\$111,704
Mar-23	\$7,639	+/-	\$20,477
Apr-23	\$8,879		
May-23	\$10,862	Budgeted:	\$117,000
Jun-23	\$8,406	+/-	-\$5,296
Jul-23	\$12,072	%/Budget:	95.47%
Aug-23	\$12,715		
Sep-23	\$13,928		
Oct-23	\$14,670		
Nov-23	\$12,712		
Dec-23	\$8,823		
Jan-24	\$9,415		
Feb-24	\$7,195		
Mar-24	\$9,521		
Apr-24	\$10,652		
May-24			
Jun-24			



**Town of Altavista
Local Cigarette Tax**

Jul-21	\$7,500
Aug-21	\$15,000
Sep-21	\$7,650
Oct-21	\$7,500
Nov-21	\$11,235
Dec-21	\$7,500
Jan-22	\$0
Feb-22	\$0
Mar-22	\$15,000
Apr-22	\$7,500
May-22	\$7,500
Jun-22	\$7,500
Jul-22	\$26,250
Aug-22	\$3,750
Sep-22	\$7,500
Oct-22	\$0
Nov-22	\$7,500
Dec-22	\$18,750
Jan-23	\$3,750
Feb-23	\$0
Mar-23	\$11,250
Apr-23	\$0
May-23	\$7,500
Jun-23	\$18,750
Jul-23	\$0
Aug-23	\$7,500
Sep-23	\$0
Oct-23	\$11,250
Nov-23	\$0
Dec-23	\$3,750
Jan-24	\$15,000
Feb-24	\$3,750
Mar-24	\$7,500
Apr-24	\$18,750
May-24	\$3,750
Jun-24	

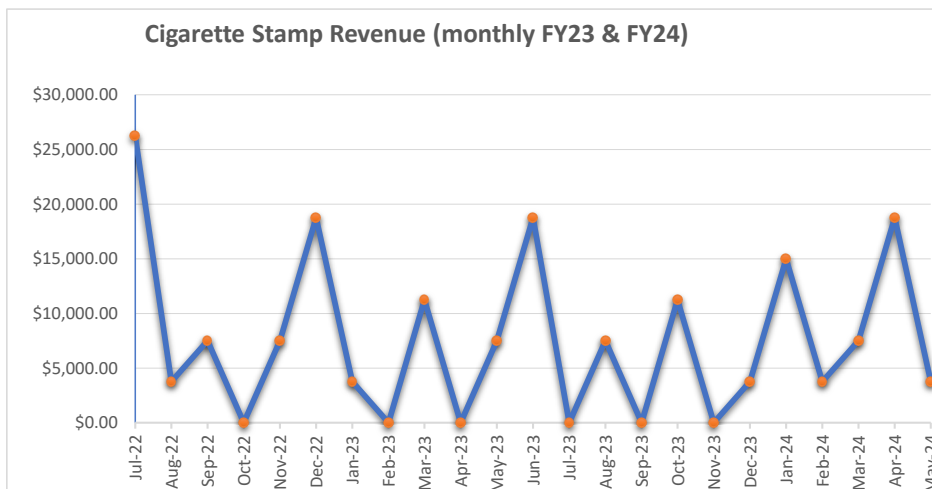
FISCAL YEAR TOTAL

FY2021	\$101,612
FY2022	\$93,885
FY2023	\$105,000

MTD TOTAL (FY)

FY2023	\$86,250
FY2024	\$71,250
+/-	-\$15,000

Budgeted:	\$100,000
+/-	-\$28,750
%/Budget:	71.25%





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS

Title: Altavista Police Department (APD) Monthly Reports: May, 2024

Staff Resource: Altavista Police Chief, Tommy Merricks

Action(s):

For informational purposes

Explanation:

Monthly reports of the APD, for the month of May, 2024.
This includes time spent on Hwy. 29.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. Altavista PD - Monthly Report, May 2024.pdf

attachment 2. APD Patrol on 29-May 2024.pdf

2024 ALTAVISTA POLICE DEPT MONTHLY REPORT						
	January	February	March	April	May	Year to Date
Criminal Arrests "Felony"	3	5	0	6	1	15
Criminal Arrests "Misdemeandor"	3	3	15	9	2	32
Warrant Executed	10	6	10	8	8	42
Uniform Traffic Summons Issued	33	23	42	31	42	171
# Traffic Stops	86	122	105	66	103	482
BOLO'S (Be on Look Out)	4	7	5	7	7	30
DUI	2	1	2	4	0	9
IBR	46	29	24	35	40	174
MVA	15	9	12	13	21	70
Assist Motorist	8	20	14	21	13	76
Calls for Service	416	364	378	399	429	1,986
Alarm Responses	24	18	23	15	23	103
ECO/TDO	1	0	1	2	1	5
ECO/ TDO HOURS	9	0	3	22	13	47
Court Hours	4	8	1	10	5	28
Citizen Contacts	310	1,561	1,188	972	669	4,700
Businesses, Residences Check "Foot Patrols"	575	432	536	379	328	2,250

APD Patrol on Rt 29-May 2024

Time	Location	Officer	Disposition
2-May 1204-1209	Rt 29	Pugh	Traffic Stop
2-May 1301-1312	Rt 29	Pugh	Traffic Stop
4-May 1543-1644	Rt 29	Thurman	MVC
8-May 1700-1702	29 SB/Bedford Hwy	Elias	Disabled Vehicle
8-May 0844-	Rt 29/Clarion Rd	Earhart	Check Location
9-May 1453-	Rt 29/Clarion Rd	Earhart	Traffic Stop
12-May 1603-1610	Rt 29	Pugh	Warrant Service
12-May 1752-1813	Rt 29	Pugh	Vehicle Fire
12-May 1752-1813	29 NB	Goyne	Car Fire
15-May 0132-0136	29 SB/Main St	Abbott	Traffic Stop
20-May 1529-1551	Rt 29	Pugh	BOL
21-May 1405-1454	Rt 29	Pugh	Funeral



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

REPORTS AND COMMUNICATIONS

Title: Public Services Monthly Reports

Staff Resource: Teri Anderson, PW Administration

Action(s):

For Review

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. [STREET_DEPARTMENT_MONTHLY_REPORT-_MAY_2024.docx](#)

attachment 2. [BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_MAY_2024.docx](#)

attachment 3. [FLEET_MAINTENANCE_DEPARTMENT-MAY_2024.docx](#)

STREET DEPARTMENT MONTHLY REPORT

DATE: JUNE 4, 2024

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: MAY 2024

DESCRIPTION	Labor Hours
Vacation / Sick Leave Taken / Comp. Time Used / Funeral Leave	61
Holiday	40
Miss Utility Tickets Coded (36)	42.25
Staff, Safety Meetings/Data Entry/Planning Schedule	123
Weekend Truck (0 Tons) (0) Trucks	0
Street Sweeping (Miles Swept Highway 65 / Streets 34)	24.75
Litter Control (Bags Collected 38)	15
Assisting Other Crews	37.25
Town Wide Mowing (74.08 Miles)/Contractor (22.55)	251.25
Signage	2
Asphalting	8
Call Duty	5
Weed Control (153 Gallons Sprayed)	43.50
Street Lighting	0
Dead Animal Removal/Buzzard Control	3
Storm Drainage	33
Tree/Trimming/Removal	29.75
Vehicle/Equipment Maintenance	36.50
Public Works Cleaning	12
E.D.L.T. CDL Class	149.50
Shoulder Stone (1.88 Tons)	7.25
Traffic Control	7.50
Special Projects / Special Events Fri Yay!/Derby Day - Avoca	17
Total Labor Hours for the Month	948.50

BUILDINGS AND GROUNDS

JUNE 4, 2024

TO: TOWN MANAGER
FROM: BRIAN ROACH, B&G SUPERVISOR
MONTH: MAY 2024

Vacation / Funeral / Sick Leave / Comp. Time Taken		122
Meetings / Data Entry / Work Planning / Training		72
# Of Call Duty Hours		25.50
# Of Hours Training		0
Holiday		56
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations	1	5.75
Cemetery Grounds Maintenance		70
Meeting with Families / Selling Plots		0
Stone Locating / Setting		0
Maintain Cemetery Records		0
Solid Waste Collection		
DESCRIPTION	Month Totals	Labor Hours
Residential Garbage Collected (Tonnage)	102.74	107.50
Residential Garbage Collected (Tonnage) Town of Hurt	46.62	50
# Of Curbside Brush Collected (Stops)	201	60.25
Loads of Brush Collected	9	
# Of Curbside Bulk Collected (Stops)	105	35.75
Bulk Collection (Tonnage)	10.63	
# Of Tires Collected	0	0
# Of Residential Garbage Citations Issued	0	0
Vehicle Maintenance		20.50
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		0
# Of Building Maintenance Hours		80
# Of Park Cleaning		134
# Of Parks Ground Maintenance Hours		303
# Of Parks Splash Pad and Playground Daily		100.75
# Of Parks Flower Bed Maintenance Hours		0
# Of Vista Theatre Maintenance and Assisting		0
# Of Seasonal Hours – Avoca Museum Derby Day Event		36
# Of Jenk's Trail		57
# Of Assisting Other Crews		3
Total Labors Hours for the Month		1339

FLEET MAINTENANCE DEPARTMENT

DATE: JUNE 4, 2024

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: MAY 2024

DESCRIPTION	Labor Hours
Vacation	0
Safety Meetings/Training	6.50
Holiday	16
Daily/ Weekly/ Planning & Scheduling	11.25
Sick Leave Used	157
CIP / Budgeting / Calling Vendors	2.50
Preventive Maintenance	95
General Repair's	30.50
Troubleshoot and Diagnostic	0
DMV Titling	2.75
Shop Inventory	0
Picking Up & Delivery	9.75
Building & Grounds	10.25
General Maintenance	22.25
Inspections/Surplus	3.75
Assisting Other Crews	.50
Total Labor Hours for the Month	368



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS

Title: Utility Project Updates

Staff Resource: Paul Hill, Assistant Director of Public Services

Action(s):

Explanation:

Informational Item - Most current updates regarding ongoing Town projects.

Background:

Funding Source(s):

Attachments: *(click item to open)*

[*May 2024 Monthly Report for Council Members 2z.pdf*](#)

[*STATUS REPORT NOVELTY WATER LINE 6-04-2024.pdf*](#)

[*STATUS REPORT AMI PROJECT 6-04-2024.pdf*](#)

[*STATUS REPORT FILTER IMPROVEMENT PROJECT 6-04-2024.pdf*](#)

[*STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 6-04-2024.pdf*](#)

[*STATUS REPORT FOR SEDIMENTATION PROJECT 6-03-2024.pdf*](#)

[*Main Street Sidewalk Status Update 6-4-2024.pdf*](#)

[*STATUS REPORT FOR SPRINGS REHAB 6-05-2024.pdf*](#)

[*STATUS REPORT WWTP ELECTRICAL PROJECT 6-04-2024.pdf*](#)

[*STATUS REPORT WWTP UV 6-06-24.pdf*](#)

Monthly Staff Report Water Plant

TO: Town Manager
 FROM: Polly Brown
 DEPARTMENT: Water Treatment Plant
 MONTH: May 2024

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged _____ Hours per Day which yielded approximately _____ gallons of water per day.

Rain _____ YTD Rain 21.79 YTD Snow 0 was measured at the water treatment plant.

Average Hours per day (week days)	_____	hrs			
Average Hours per day (weekends)	_____	hrs			
Average produced (week days)	_____	gallons per day			
Average produced (weekends)	_____	gallons per day			
Total Raw Water Pumped:	_____	million gallons			
Total Drinking Water Produced:	_____	million gallons			
Average Daily Production: (drinking)	_____	gallons per day			
Average percent of Production Capacity:	<u>0</u>	%			
Plant Process Water:	_____	(finished water used by the plant)			
Bulk Water Sold @ WTP:	_____	gallons			
Flushing of Hydrants/Tanks/FD use/Town Use	_____	gallons			
McMinnis Spring					
Total Water Pumped:	_____	million gallons	average hours per day	_____	
Average Daily Produced:	_____	gallons per day	Rain at MC	_____	YTD Rain 19.83
Reynolds Spring			snow	<u>0</u>	0.00
Total Water Pumped:	_____	million gallons	average hours per day	_____	Total Precip 19.83
Average Daily Produced:	_____	gallons per day	Rain at RE	_____	YTD Rain 19.26
Purchased Water from CCUSA	_____	gallons	snow	<u>0</u>	0.00
Sold to Hurt	_____	gallons			Total Precip 19.26
Industrial Use	_____				
Total Drinking Water Delivered (including Springs/CCUSA)	_____		Water lost due to leaks		
			None Captured		

Comments: Water Plant Activities & CIP Projects:

Monthly Compliance Reports Completed
 VDH samples completed for compliance
 Melinda High Pressure Zone- Redline Drawings need to be delivered to the Town from Mattern and Craig (Closeout project)
 Filter Upgrade - Completed and awaiting VDH CTO as well as warranty item on waste flow meter. (Calibrations of DP Cells need to be resolved)
 The Source Water Protection Local Advisory Committee will meet again when date has been set
 Generator project, Completed and working on administrative closeout.
 Springs SCADA project - Lord and Company and electrician installing SCADA 95% complete
 Sedimentation Basin Project- PER approved. Plans have been submitted to the Town for review, will provide back to engineers for VDH approval
 AMI Meter system kick off meeting held, the network system is being built and 25 meters to be installed to test network
 WTP SCADA upgrade scope to be discussed with the engineer (Installation of Dearing Ford tank and CCUSA meter vault has begun)
 Springs Rehabilitation - Town reviewing plans prior to VDH submittal and approval
 Raw Water Control Valve ordered including a accutuator received. Awaiting installation plans
 Lead and Copper Inventory has continued. Working on finalizing document to draw down VDH funding
 Budget Prep for FY2025 and CIP 2025-2029 was reviewed and completed
 SOPs updated for 2024
 2023 CCR report approved by VDH, posted on Website 3-11-24/ Notice and certification sent April 1
 Cleaned Basin 5
 HACH quarterly service completed Visit 3 of 4

Utilities Distribution and Collection

# of Service Taps	0	Addresses:		
# of Meters Read	104	Monthly	Rereads	1
	0	Quarterly	Rereads	0
# of Meters Cut Off For Non-Payment	51			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	21			
	184.90	Tons		
# of Location Marks made for Miss Utility	36			
# of Meters Replaced	1			
# of Water Lines Repaired	0		# of Sewer Lines Unstopped	1
Locations:			Locations:	
			715 Main Street	
# Air Relief Valves Inspected	15			
# of PRV Maintenance/Inspection	0			
# of Water Valve Boxes Cleaned	0			
# of Blow-Off Valves Inspected	0			
# of Blow-Off Valves Located	0			
Push Camera Footage	140'			
Sewer (Root Cutting) Main		Sewer Main Cleaned		380'
Sewer (Root Cutting)Main Manholes		Sewer Main Cleaned Manholes		
Sewer Video Footage	250'	Sewer Service Cleaned		250'
Sewer Video Manholes		Sewer Service Blockage		
Duke Root Control (Contractor)		Sewer Main Video		1160'
Water Turn On and Offs		Sewer Right of Way Clearing Footage		2100'
Water Right of Way Clearing Footage		Sewer Manholes Inspected		
Water Meter Box Install/Replacement	2	Sewer Installed Clean Out		1
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			

Other Utilities Distribution and Collection Activities & CIP Projects:

AMI Project (Ongoing)

Novelty Street Project

DEPARTMENT: Wasterwater Plant
MONTH: May-24

Average Daily Flow		MGD	
TSS Reduction		%	
BOD Reduction		%	
VPDES Violations			
Sludge (Regional Land Fill)		tons	
Rain Total		Inches	
		Snow Total	
			Inches

Other Wastewater Activities and CIP Projects:

- Month: April 2024
- Serviced UV system Bank B
 - Two Trainee Operator position open
 - Received Digester Blower
 - Installed Digester Blower
 - Pumped Basin One
 - Engineers investigating electrical issues effecting new drive units in Solids building
 - Elcetrrical Update construction ended
 - Oil changed in basin blowers 2 and 3

- CIP Items
- Rec. Blower for Solids Building

WWTP Electrical Upgrade awaiting proper sized VFDs. They have been shipped and we are awaiting arrival.

The UV system has arrived. Now scheduling for installation

Director of Public Services completed a wastewater treatment plant class on Monday night for Town operators. (Have a member of the public and 4 operators from Bedford also in class)

Town of Hurt Public Work Director is also attending

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
4 June 2024

Project Name: Amherst and Novelty Water Street Water Loop
Project Manager: Scott Bortz, PE
Sub-Consultant
P&B Job Number 23-33

Recent Activities: Agreement finalized. Submittals returned to Contractor. Pre-construction meeting on 20 May. Notice to Proceed issued for 3 June. Construction started

Anticipated work over the next two weeks:

Upcoming Tasks:

Outstanding Issues:

Design Schedule:	Complete field locations (GPS)	11 December 2023
	Preliminary Plans to staff for review	22 December 2023
	Submit plans to VDH and CC E&S	12 January 2024
	Receive plan approval from VDH & CC	25 February 2024
	Advertise for bids	3 March 2024
	Open bids	10 April 2024
	Award Contract	16 April 2024
	Notice to Proceed	3 June 2024
	Substantial Completion (90 days with weather)	1 September 2024
	Final Completion	16 September 2024

Schedule Constraints:

Projected Completion:

Approved Budget: \$35,000

Invoiced To Date: \$25,000

Balance to Complete: \$10,000

Town Input Required:

Issues Town Should Be Aware Of: Engineer has notified the Contractor that the hydrants need to be painted silver.

Construction Contract Price: \$0

**Town of Altavista
Hurt and Proffitt Projects
Status Report**



Date: June 4, 2024

This memo is a status report of Hurt & Proffitt Team's efforts for the
AMI Water Metering System

Completed Work Over the Last Month

1. Pilot study failed, waiting on new pilot study from contractor for over a month.
2. The Town has rejected submittals and is still waiting for documentation on revised submittals.
3. A sub-contractor has quit during this process and the Town is waiting to see who will be used instead for the work needed.

Anticipated Work Over the Next two Weeks

1. Continued coordination with the Town and Waterworks for project work.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. None at this time

Budget Summary

1. Bid Assistance	Contract:	\$12,500	JTD:	\$12,500
2. Construction Administration	Contract:	\$15,000	JTD:	\$4,190

Submitted by:

Chad Hodges, PE
Project Manager

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
4 June 2024

Project Name: WTP Filter Rehabilitation
Project Manager: Russell Jackson, PE
Sub-Consultant
P&B Job Number 19-76

Recent Activities: Addressing flow sensor issues with Contractor. Mr. Hill reports Town staff will clean the differential pressure tubes & contact instrumentation to re-calibrate their sensors prior to contractor completing the requested work.

Anticipated work over the next two weeks: Prepare record plans

Upcoming Tasks: Awaiting repair/replacement of the waste flow meter. Prepare record plans

Outstanding Issues:

Design Schedule: June 2021 Advertise for Bids (if Town desires)
July 2021 Open Bids
27 July 2021 Council approval
10 August 2021 Consent agenda approval
1 November 2021 NTP

Schedule Constraints:

Projected Completion: TBD

Approved Budget: \$56,000

Invoiced To Date: \$52,400

Balance to Complete: \$3600

Town Input Required: Town staff needs to clean the differential pressure tubes & contact instrumentation contractor to re-calibrate their sensors prior to SCADA contractor completing the requested work.

Issues Town Should Be Aware Of:

Construction Contract Price: \$725,305+\$11,413

Current Paid: \$699,075

Balance to Finish plus retainage: \$37,643

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
4 June 2024

Project Name: Frazier and Lynch Mill Road Drainage issues
Project Manager: Scott Bortz, PE
Sub-Consultant
P&B Job Number 21-09

Recent Activities: Engineer will provide bid documents for separate Flex-a-mat, rip-rap and grass ditch sections. Revised check-set sent to Town staff for review of changes on 4/16.
Anticipated work over the next two weeks: Final review of water line plans with Town staff.
Upcoming Tasks: Review of the stormwater plans with Town staff once water plans are finalized.
Outstanding Issues:

Design Schedule:
Schedule Constraints:
Projected Completion:
Approved Budget:
Invoiced To Date:
Balance to Complete:

Time and materials not to exceed \$23,000
\$9485
\$19,715

Town Input Required: When bids are procured, Town administration will need to decide which ditch section to proceed with.
Issues Town Should Be Aware Of:

Construction Contract Price: \$0

Town of Altavista WTP DESIGN - Project Status Report

Date: 6/4/2024

This memo is a status report of Dewberry Team's efforts for the Town of Altavista Sedimentation and Solids Handling Improvement Project.

Engineer's Project No. 50115515 – Design/Construction Phase (6/14/2023)

Completed Month Over the Last Month

1. Conducted Prebid meeting
2. Received bids May 30

Anticipated Work Over the Next Month

1. Obtain approval to award from VDH Funding
2. Award contract and set Notice to Proceed date

Outstanding Issues --

1. Additional funding is required if all designed improvements is to remain in contract.

Construction Document Schedule Update

1. Project is on schedule– see below

Budget Summary

1. <u>PER</u>	Contract: \$14,000	JTD: \$14,000
2. <u>Design</u>	Contract: \$159,100	JTD: \$159,100
3. <u>Survey</u>	Contract: \$3,200	JTD: 0
4. <u>Construction Admin</u>	Contract: \$55,000	JTD: 0
5. <u>Part Time Inspection</u>	Contract: \$11,200	JTD: 0
6.		

Submitted by:

R. Scott Ehrhardt

Project Manager

Town of Altavista - Sedimentation and Solids Handling Improvement Project																																
	2023												2024												2024							
Description	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8		
Project Kickoff																																
PER Preparation																																
PER Review & Approval																																
Execution of Engineering Design Contract																																
50% Design*																																
90% Design**																																
Submit Final Design to Town & VDH for Approval & Receive Comments																																
Issue Final Bid Documents																																
Advertisement																																
Receive Bids, Award & issue N.T.P																																
Construction																																
Project Closeout																																

*Submittal includes: process mechanical plan view, spec outline, and P&ID

**Submittal includes: process mechanical, electrical, specifications

**Town of Altavista
Hurt and Proffitt Projects
Status Report**



Date: June 4, 2024

This memo is a status report of Hurt & Proffitt Team's efforts for the Main Street Sidewalk

Completed Work Over the Last Month

1. Addressed comments from VDOT.
2. Send plans to Town for questions on 5/31.

Anticipated Work Over the Next two Weeks

1. Will be discussing items to be clarified by the Town this week and submit the revised plans, based on the comments, back to VDOT for review.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. None at this time

Budget Summary

1. Topographic Survey	Contract:	\$3,500	JTD:	\$3,500
2. Sidewalk Design Plans	Contract:	\$12,000	JTD:	\$4,070

Submitted by:

Chad Hodges, PE
Project Manager

**Town of Altavista
June Project Status Report**

Date: June 5, 2024

This memo is a status report of Engineering Concepts, Inc.'s Team's efforts for the Altavista Springs Rehabilitation Project

Completed Month Over the Last Week

1. Under review

Anticipated Work Over the Next Month

1. Pending approvals and authorization, advertise for bid.

Outstanding Issues

1. None


Construction Document Schedule Update

1. Pending final approvals

Budget Summary

1. Topographic Survey	Contract: \$8,500	JTD: \$8,500
2. Structural Evaluation/Report	Contract: \$14,400	JTD: \$14,400
3. Preliminary Layout	Contract: \$11,600	JTD: \$11,600
4. Geotechnical	Contract: \$8,500	JTD:
5. Design Phase	Contract: \$58,586	JTD: \$57,500
6. Bid Assistance	Contract: \$6,500	JTD:
7. Construction Administration	Contract: \$45,500	JTD:

Submitted by:


Project Manager
Engineering Concepts, Inc.

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
4 June 2024

Project Name: WWTP Phase II/III Electrical Upgrades
Project Manager: Scott Bortz, PE
Sub-Consultant Grant Beasley, PE – Master Engineers
P&B Job Number 19-34

Recent Activities: Engineer working with Eaton to resolve VFD issues in Solids Handling building and pricing different options for Town consideration. Eaton has ordered a new breaker for the Powerhouse SPD. MEP punchlist field review performed on 16 May. Civil punchlist field review performed on 29 May. Substantial completion requested by Contractor and draft form sent to Town for all work except for Solids Handling Building. Pay app 31 has been sent to the Town for review/approval. Punchlist items have been sent to the Contractor.

Anticipated work over the next two weeks: Training on the MCCs and Switchgear by Eaton 13 June.

Upcoming Tasks:

Outstanding Issues:

Design Schedule: October 2020 Sign agreement
November 2020 Notice to Proceed

Schedule Constraints:

Projected Completion: November 2022

Approved Budget: \$309,730 (combined II and III projects including CA)
Change Order #1 = \$2958.54
Change Order #2 = \$3942.13 + \$6630 Special Inspections

Invoiced To Date: \$246,533

Balance to Complete: \$61,355 + additional inspection

Town Input Required: Awaiting approval/rejection of CO requests.

Issues Town Should Be Aware Of: Contractor will document all delays.

Construction Contract Price: \$3,952,000 + \$29,149 (Change Orders)

Current Paid: \$3,589,630

Balance to Finish plus retainage: \$391,519

**Town of Altavista
Status Report**

Date: 6-6-24

This memo is a status report of Town's Staff efforts for the UV Light Improvement

Completed Work Over the Last Week

1. Contractor has completed the concrete work and has started installing equipment.

Anticipated Work Over the Next two Weeks

1. Finish installing equipment and install hydraulic lines.

Outstanding Issues

1. None.

Construction Document Schedule Update

1. None currently.

Budget Summary

1. Contractor	Contract: \$48,200.00	JTD: \$26,000.00
2. UV SYSTEM	Contract: \$349,840.00	JTD: \$332,348.00

Submitted by:

Paul Hill, Assistant Director of Public Services
Project Manager



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS

Title: Employee Changes - May 2024

Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational Item

Explanation:

Milestones:

Brandon Bell	Utilities, Lead Maintenance Specialist	5 years
Donald Dowdy	WWPT, Operator In Charge	35 years

New Hires:

None

Departures:

Adam Emerson Utilities Dept., Maintenance Specialist

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS

Title: Altavista Town Council Meeting Calendars

Staff Resource: Crystal Hailey, Assistant Town Clerk to Council

Action(s):

Informational Items

Explanation:

Attached are the Altavista Town Council's Meeting Calendars for both June and July, 2024

Background:

Funding Source(s):

Attachments: *(click item to open)*

[attachment 1. Altavista Town Council Meeting Calendar - June 2024.pdf](#)

[attachment 2. Altavista Town Council Meeting Calendar - July 2024.pdf](#)

JUNE 2024

SUNDAY	MONDAY	TUESDAY	WEDS.	THURSDAY	FRIDAY	SATURDAY
						1
2	3 Planning Commission Mtg. at 5pm	4	5	6	7	8
9	10	11 Town Council Meeting - 6pm *adopt FY2025 Budget	12	13	14 FLAG DAY	15
16 FATHER'S DAY	17	18	19 "Juneteenth" Town Offices CLOSED	20 SUMMER BEGINS	21	22
23	24	25 Council Work Session 5pm	26	27	28	29 ARMED FORCES DAY
30		NOTES : Tuesday, June 25th AEDA Mtg. at 8:15am				

JULY 2024

Sunday

Monday

Tuesday

Weds.

Thursday

Friday

Saturday

	1 <u>Planning Commission</u> 5:00pm	2	3	4 Town Offices CLOSED In Observance of Independence Day	5	6
7	8	9 <u>Town Council Meeting</u> 6:00pm	10	11	12	13
14	15	16	17	18	19	20
21	22	23 <u>Council Work Session</u> 5:00pm	24	25	26	27
28	29	30	31	<u>NOTES:</u> Tuesday, July 23rd AEDA Meeting 8:15 am (if needed)		



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
June 11, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

CLOSED SESSION

Title: Town Council Closed Session

Staff Resource: Town Manager Gary Shanaberger

Action(s):

convene in closed session

Explanation:

Section 2.2-3711 (A)(7): Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment. Altavista Town Council CLOSED SESSION 6.11.24.pdf

TOWN COUNCIL CLOSED SESSION

Tuesday, June 11th, 2024

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the Code of Virginia, 1950, as amended,

Section 2.2-3711 (A)(7) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provisions of legal advice by such counsel.

The motion was made by _____ and seconded by _____.

Motion carried.

VOTE:	Dr. Scott Lowman	_____	Vice Mayor Reggie Bennett	_____
	Mr. Timothy George	_____	Mr. Tracy Emerson	_____
	Mr. Jay Higginbotham	_____	Mr. Wayne Mitchell	_____
	Mayor Michael Mattox	_____		

Town Council went into Closed Session at _____ PM.

Notice was given that Council was back in regular session at _____ PM.

FOLLOWING CLOSED SESSION:

A motion was made by _____, seconded by _____, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED the Town Council hereby certifies, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE:	Dr. Scott Lowman	_____	Vice Mayor Reggie Bennett	_____
	Mr. Timothy George	_____	Mr. Tracy Emerson	_____
	Mr. Jay Higginbotham	_____	Mr. Wayne Mitchell	_____
	Mayor Michael Mattox	_____		

Adjourned at _____ p.m.

Action(s): _____