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

Tuesday, January 9, 2024
5:58 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517

1. **CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE**

2. **AGENDA ADOPTION**

3. **RECOGNITIONS AND PRESENTATIONS**

   3.A Town Recognition
   attachment. DEQ Award

4. **CITIZEN'S TIME (NON-AGENDA ITEMS ONLY)**
   Citizen's wishing to address Council should provide their name and address. Citizen 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 Monthly Financial Reports - December 2023
   Attachment 1. December 2023 Check Register
   Attachment 2. December 2023 Revenue Report
   Attachment 3. December 2023 Expenditure Report
   Attachment 4. Reserve Balance Investment Report

   6.B Town Council - Meeting Minutes
   attachment. Town Council RM Minutes 12.12.23.pdf

7. **PUBLIC HEARING(S) - NONE ARE SCHEDULED FOR THIS DATE.**

8. **UNFINISHED BUSINESS**

9. **NEW BUSINESS**

   9.A FY 2025 Budget Calendar
   Attachment 1. FY 2025 Budget Calendar with Requested Amendment

   9.B Request to declare 4 APD vehicles surplus.

   9.C Review of Special Event Permit

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 APD Monthly Reports
attachment 1. APD Daily Activity Report-December 2023.pdf
attachment 2. APD Patrol on 29-December 2023.pdf

10.C Public Services Monthly Reports
attachment 1. BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_DECEMBER_2023.docx
attachment 2. STREET_DEPARTMENT_MONTHLY_REPORT-_DECEMBER_2023.docx
attachment 3. FLEET_MAINTENANCE_DEPARTMENT-DECEMBER_2023.docx

10.D Utility Projects Update
010424 - Monthly Status Report.pdf
December 2023 Monthly Report for Council Members 1z.pdf
December 2023 Monthly Report for Council Members 2z.pdf
STATUS REPORT NOVELTY WATER LINE 1-04-2024.pdf
STATUS REPORT AMI PROJECT 1-01-2024.pdf
STATUS REPORT FILTER IMPROVERMENT PROJECT 1-04-2024.pdf
STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 1-04-2024.pdf
STATUS REPORT FOR SEDIMENTATION PROJECT 1-04-2024.pdf
Main Street Sidewalk Status Update 1-4-2024.pdf
STATUS REPORT SPRINGS SCADA PROJECT 1-04-2024.pdf
STATUS REPORT CLARIFIER #3 PROJECT 1-04-2024.pdf
STATUS REPORT WWTP ELECTRICAL PROJECT 1-04-2024.pdf
STATUS REPORT WWTP PER 1-04-2024.pdf
STATUS REPORT WWTP UV 1-04-2024.pdf

10.E Employee Changes - December 2023

10.F Altavista Town Council Meeting Calendars
attachment 1. Altavista Town Council Meeting Calendar - January 2024.
attachment 2. Altavista Town Council - Meeting Calendar - February 2024.pdf

11. MATTERS FROM COUNCIL

12. CLOSED SESSION

12.A TOWN COUNCIL CLOSED SESSION
attachment. Town Council - Closed Session 1.9.24

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
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

RECOGNITIONS AND PRESENTATIONS
Title: Town Recognition
Staff Resource: Mayor Mike Mattox

Action(s):

Informational Item

Explanation:

The Town of Altavista was recently awarded a "Service of Excellence" plaque for its continued participation in an annual training program for Wastewater Operators. Representing DEQ, Mr. Wayne Staples, Wastewater Operator Specialist, personally presented the award to Town Manager Gary Shanaberger and Public Services Director Tom Fore. Mr. Fore has taught and facilitated a class for the program for the past five years.

Background:

Over the past five years, the Town of Altavista has authorized Tom Fore, Public Services Director, to participate in Virginia Tech's annual "Short School for Wastewater Treatment Plant Operators". This school/training is funded through Virginia's Department of Environmental Quality.

Funding Source(s):

Attachments: *(click item to open)*

attachment. DEQ Award

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA
Title: Monthly Financial Reports - December 2023
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. December 2023 Check Register
Attachment 2. December 2023 Revenue Report
Attachment 3. December 2023 Expenditure Report
Attachment 4. Reserve Balance Investment Report

BANK: 00 **

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
45768	1	ALTAVISTA BAPTIST TABERNACLE	12/07/2023	60.00		00	OUTSTANDING	
45769	886	AT&T MOBILITY	12/07/2023	2,043.32		00	OUTSTANDING	
45770	103	BEACON CREDIT UNION	12/07/2023	230.00		00	OUTSTANDING	
45771	4	BOXLEY AGGREGATES	12/07/2023	1,300.11		00	OUTSTANDING	
45772	1108	CJMW ARCHITECTURE, P.A.	12/07/2023	16,106.18		00	OUTSTANDING	
45773	9999999	COLES CARLETON DAVID SR	12/07/2023	53.87		00	OUTSTANDING	
45774	874	CORPORATE MEDICAL SERVICES	12/07/2023	249.80		00	OUTSTANDING	
45775	994	LARRY DALTON	12/07/2023	500.00		00	OUTSTANDING	
45776	1	DANIEL MEEKS	12/07/2023	100.00		00	OUTSTANDING	
45777	301	ENGLISH'S LLC	12/07/2023	692.42		00	OUTSTANDING	
45778	119	FOSTER ELECTRIC CO INC	12/07/2023	131.44		00	OUTSTANDING	
45779	49	GERALDINE KAUFFMAN	12/07/2023	.00	12/12/2023	00	VOID	8,225.35
45780	111	GRAINGER INC	12/07/2023	239.30		00	OUTSTANDING	
45781	50	GRETNA TIRE INC	12/07/2023	452.88		00	OUTSTANDING	
45782	1103	HARVEY'S ENTERPRISE	12/07/2023	49,500.00		00	OUTSTANDING	
45783	1022	IWORQ SYSTEMS INC	12/07/2023	4,000.00		00	OUTSTANDING	
45784	646	KD COUNTRY	12/07/2023	110.00		00	OUTSTANDING	
45785	138	MID ATLANTIC PRINTERS LTD	12/07/2023	6,356.00		00	OUTSTANDING	
45786	1	MIDLAND CREDIT MANAGEMENT INC	12/07/2023	370.44		00	OUTSTANDING	
45787	9999998	MILLER, DONNIE	12/07/2023	150.00		00	OUTSTANDING	
45788	1063	MISSIONSQUARE - 304831	12/07/2023	470.00		00	OUTSTANDING	
45789	454	O'REILLY AUTOMOTIVE INC	12/07/2023	105.25		00	OUTSTANDING	
45790	816	PACE ANAYLTICAL SERVICES LLC	12/07/2023	965.00		00	OUTSTANDING	
45791	670	PATRIOT SAFETY SUPPLY	12/07/2023	210.00		00	OUTSTANDING	
45792	72	PHYSICIANS TREATMENT CENTER	12/07/2023	1,520.00		00	OUTSTANDING	
45793	857	RIVERSTREET NETWORKS	12/07/2023	5,391.25		00	OUTSTANDING	
45794	625	SAM GREEN VAULT	12/07/2023	650.00		00	OUTSTANDING	
45795	80	SOUTHSIDE ELECTRIC COOP	12/07/2023	996.48		00	OUTSTANDING	
45796	9999999	TRACEY PRITCHETT	12/07/2023	143.77		00	OUTSTANDING	
45797	85	TREASURER OF VA /CHILD SUPPORT	12/07/2023	903.27		00	OUTSTANDING	
45798	35	TREASURER OF VA/VITA	12/07/2023	6.03		00	OUTSTANDING	
45799	92	UNIFIRST CORP	12/07/2023	2,094.80		00	OUTSTANDING	
45800	136	USABLUEBOOK	12/07/2023	97.41		00	OUTSTANDING	
45801	601	VACORP	12/07/2023	426.01		00	OUTSTANDING	
45802	885	VIRGINIA RISK SHARING ASSOCIAT	12/07/2023	37,826.50		00	OUTSTANDING	
45803	110	VUPS INC	12/07/2023	58.30		00	OUTSTANDING	
45804	1	ZACH LUMPKIN	12/07/2023	100.00		00	OUTSTANDING	
45805	1066	ASHBY ULYSSES ROBINSON JR.	12/14/2023	75.00		00	OUTSTANDING	
45806	1025	MEGHAN T BOLLING	12/14/2023	50.00		00	OUTSTANDING	
45807	294	BUSINESS CARD	12/14/2023	17,559.19		00	OUTSTANDING	
45808	1115	CASH'S GARAGE INC	12/14/2023	900.00		00	OUTSTANDING	
45809	164	DMV	12/14/2023	325.00		00	OUTSTANDING	
45810	9999997	DOMINION SOLUTIONS	12/14/2023	13.90		00	OUTSTANDING	
45811	36	DOMINION VIRGINIA POWER	12/14/2023	76,325.60		00	OUTSTANDING	
45812	118	FERGUSON ENTERPRISES LLC	12/14/2023	665.87		00	OUTSTANDING	
45813	490	ROBERT FINCH III	12/14/2023	325.00		00	OUTSTANDING	
45814	119	FOSTER ELECTRIC CO INC	12/14/2023	525.77		00	OUTSTANDING	
45815	49	GERALDINE KAUFFMAN	12/14/2023	7,581.65		00	OUTSTANDING	
45816	916	GRANITE TELECOMMUNICATIONS	12/14/2023	895.00		00	OUTSTANDING	
45817	52	HACH COMPANY	12/14/2023	483.92		00	OUTSTANDING	
45818	58	INSTRUMENTATION SERVICES INC	12/14/2023	708.00		00	OUTSTANDING	

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CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
45819	566	INTEGRATED TECHNOLOGY GROUP IN	12/14/2023	12,567.96		00	OUTSTANDING	
45820	892	J & J PORTAPOTTY INC	12/14/2023	360.00		00	OUTSTANDING	
45821	9999997	JONES, TINJA	12/14/2023	71.46		00	OUTSTANDING	
45822	564	JOHN JORDAN	12/14/2023	75.00		00	OUTSTANDING	
45823	1	MATTHEW PERKINS	12/14/2023	548.97		00	OUTSTANDING	
45824	829	MARIE MITCHELL	12/14/2023	75.00		00	OUTSTANDING	
45825	300	NAPA AUTO PARTS	12/14/2023	1,177.39		00	OUTSTANDING	
45826	67	ORKIN PEST CONTROL LLC	12/14/2023	437.96		00	OUTSTANDING	
45827	816	PACE ANAYLTICAL SERVICES LLC	12/14/2023	431.20		00	OUTSTANDING	
45828	670	PATRIOT SAFETY SUPPLY	12/14/2023	1,239.60		00	OUTSTANDING	
45829	588	PITNEY BOWES	12/14/2023	169.08		00	OUTSTANDING	
45830	9999999	QUADIENT INC	12/14/2023	34.28		00	OUTSTANDING	
45831	9999998	Rowles, Daniel	12/14/2023	150.00		00	OUTSTANDING	
45832	1081	RAYNA STEELE	12/14/2023	50.00		00	OUTSTANDING	
45833	857	RIVERSTREET NETWORKS	12/14/2023	1,535.43		00	OUTSTANDING	
45834	9999997	ROACH, RONALD	12/14/2023	33.90		00	OUTSTANDING	
45835	151	SHEEHY FORD	12/14/2023	157,007.20		00	OUTSTANDING	
45836	136	USABLUEBOOK	12/14/2023	3,104.91		00	OUTSTANDING	
45837	1101	WATER WORKS METROLOGY LLC	12/14/2023	233,621.88		00	OUTSTANDING	
45838	793	XEROX FINANCIAL SERVICES	12/14/2023	732.92		00	OUTSTANDING	
45839	38	FIRST NATIONAL BANK	12/19/2023	9,920.00		00	OUTSTANDING	
45840	9	AFLAC	12/21/2023	2,920.83		00	OUTSTANDING	
45841	91	ANTHEM BLUE CROSS/BLUE SHIELD	12/21/2023	45,991.00		00	OUTSTANDING	
45842	103	BEACON CREDIT UNION	12/21/2023	230.00		00	OUTSTANDING	
45843	978	REGINALD C BENNETT	12/21/2023	75.00		00	OUTSTANDING	
45844	1025	MEGHAN T BOLLING	12/21/2023	50.00		00	OUTSTANDING	
45845	4	BOXLEY AGGREGATES	12/21/2023	2,859.91		00	OUTSTANDING	
45846	12	BRENNTAG MID-SOUTH INC	12/21/2023	10,553.92		00	OUTSTANDING	
45847	1064	CIVICPLUS, LLC	12/21/2023	434.68		00	OUTSTANDING	
45848	32	CONTROL EQUIPMENT CO INC	12/21/2023	910.27		00	OUTSTANDING	
45849	419	CREATIVE EDGE DESIGN INC	12/21/2023	194.81		00	OUTSTANDING	
45850	284	DEWBERRY ENGINEERS INC	12/21/2023	12,728.00		00	OUTSTANDING	
45851	924	ENGINEERING CONCEPTS INC	12/21/2023	11,717.20		00	OUTSTANDING	
45852	119	FOSTER ELECTRIC CO INC	12/21/2023	1,400.54		00	OUTSTANDING	
45853	46	GENTRY LOCKE ATTORNEYS	12/21/2023	967.50		00	OUTSTANDING	
45854	50	GRETNA TIRE INC	12/21/2023	2,072.00		00	OUTSTANDING	
45855	332	HURT & PROFFITT INC	12/21/2023	658.75		00	OUTSTANDING	
45856	1	JEFFREY L WILLIAMS JR	12/21/2023	69.30		00	OUTSTANDING	
45857	564	JOHN JORDAN	12/21/2023	75.00		00	OUTSTANDING	
45858	218	MINNESOTA LIFE	12/21/2023	234.86		00	OUTSTANDING	
45859	1063	MISSIONSQUARE - 304831	12/21/2023	470.00		00	OUTSTANDING	
45860	829	MARIE MITCHELL	12/21/2023	75.00		00	OUTSTANDING	
45861	1081	RAYNA STEELE	12/21/2023	50.00		00	OUTSTANDING	
45862	559	ROBINSON FARMER COX ASSOCIATES	12/21/2023	21,525.00		00	OUTSTANDING	
45863	228	SYDNOR HYDRO INC	12/21/2023	38,026.50		00	OUTSTANDING	
45864	85	TREASURER OF VA /CHILD SUPPORT	12/21/2023	903.27		00	OUTSTANDING	
45865	95	UNITED WAY OF CENTRAL VA	12/21/2023	12.00		00	OUTSTANDING	

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CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT

NO. OF CHECKS: 98 CHECKS OUTSTANDING 827,818.56 ***
OUTSTANDING CHECKS: 97 RECONCILED CHECKS: VOID CHECKS: 1
819,593.21 .00 .00 8,225.35

BANK: 00 **

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT

NO. OF CHECKS: 98 TOTAL CHECKS 827,818.56 ***
OUTSTANDING CHECKS: 97 RECONCILED CHECKS: VOID CHECKS: 1
819,593.21 .00 .00 8,225.35

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300		TAXES								
301		PROPERTY TAXES								
	01 00	REAL PROPERTY CURRENT	31,718	128,954.15	407	190,308	356,257.63	187	380,620	24,362.37
301	**	PROPERTY TAXES	31,718	128,954.15	407	190,308	356,257.63	187	380,620	24,362.37
302		PUBLIC SERVICE								
	01 00	REAL & PERSONAL CURRENT	6,610	116,022.94	1755	39,660	121,141.82	306	79,330	41,811.82-
302	**	PUBLIC SERVICE	6,610	116,022.94	1755	39,660	121,141.82	306	79,330	41,811.82-
303		PERSONAL PROPERTY								
	01 00	CURRENT	24,000	83,802.62	349	144,000	249,917.88	174	288,000	38,082.12
	03 00	PPTRA	8,333	78,484.78	942	49,998	90,519.02	181	100,000	9,480.98
303	**	PERSONAL PROPERTY	32,333	162,287.40	502	193,998	340,436.90	176	388,000	47,563.10
304		MACHINERY & TOOLS								
	01 00	CURRENT	160,416	953,073.00	594	962,496	1,739,685.08	181	1,925,000	185,314.92
304	**	MACHINERY & TOOLS	160,416	953,073.00	594	962,496	1,739,685.08	181	1,925,000	185,314.92
305		MOBILE HOME								
	01 00	CURRENT	10	44.95	450	60	158.93	265	130	28.93-
305	**	MOBILE HOME	10	44.95	450	60	158.93	265	130	28.93-
306		PENALTIES & INTEREST								
	01 00	PENALTIES	500	1,658.02	332	3,000	3,429.96	114	6,000	2,570.04
	02 00	INTEREST	291	165.17	57	1,746	1,833.37	105	3,500	1,666.63
306	**	PENALTIES & INTEREST	791	1,823.19	231	4,746	5,263.33	111	9,500	4,236.67
307		LOCAL								
	01 00	SALES & USE	20,000	24,839.26	124	120,000	65,670.85	55	240,000	174,329.15
	02 00	ELECTRIC, GAS & TELEPHONE	9,500	18,619.16	196	57,000	46,697.14	82	114,000	67,302.86
	03 00	MOTOR VEHICLE LICENSES	3,833	12,053.88	315	22,998	38,348.24	167	46,000	7,651.76
	04 00	BANK STOCK	15,833	.00		94,998	.00		190,000	190,000.00
	05 00	HOTEL & MOTEL	9,750	12,945.66	133	58,500	66,098.54	113	117,000	50,901.46
	06 00	MEAL	110,000	118,786.99	108	660,000	619,214.68	94	1,320,000	700,785.32
	08 00	CONTAINER RENTAL FEE	133	.00		798	33.40	4	1,600	1,566.60
	09 00	COMMUNICATIONS TAX	2,416	2,249.85	93	14,496	8,880.85	61	29,000	20,119.15
	10 00	TRANSIT PASSENGER REVENUE	416	.00		2,496	.00		5,000	5,000.00
	11 00	CIGARETTE TAX	8,333	3,750.00	45	49,998	22,500.00	45	100,000	77,500.00
	12 00	MOBILE RESTAURANT PERMIT	8	.00		48	.00		100	100.00
307	**	LOCAL	180,222	193,244.80	107	1,081,332	867,443.70	80	2,162,700	1,295,256.30
308		LICENSES, PERMITS & FEES								

FUND 010 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	********** CURRENT ESTIMATED	ACTUAL	%REV **********	******** YEAR-TO-DATE ESTIMATED	ACTUAL	%REV ********	ANNUAL ESTIMATE	UNREALIZED BALANCE
	01 01	CONTRACTORS	375	.00		2,250	.00		4,500	4,500.00
	01 02	RETAIL SALES	5,250	30.00	1	31,500	9,755.85	31	63,000	53,244.15
	01 03	FINANCIAL, RE & PROF	458	.00		2,748	387.72	14	5,500	5,112.28
	01 04	REPAIRS & PERSONAL SVC	833	15.00	2	4,998	2,985.57	60	10,000	7,014.43
	01 05	WHOLESALE BUSINESS	33	.00		198	.00		400	400.00
	01 06	UTILITIES	83	.00		498	.00		1,000	1,000.00
	01 07	HOTELS	83	.00		498	.00		1,000	1,000.00
	01 *	BUSINESS LICENSE FEES	7,115	45.00	1	42,690	13,129.14	31	85,400	72,270.86
	02 01	ZONING,SIGN,HOME OCCUPATN	187	1,425.00	762	1,122	2,435.00	217	2,250	185.00-
308	**	LICENSES, PERMITS & FEES	7,302	1,470.00	20	43,812	15,564.14	36	87,650	72,085.86
300	***	TAXES	419,402	1,556,920.43		2,516,412	3,445,951.53		5,032,930	1,586,978.47
310		FINES & FORFEITURES								
310										
	01 00	COURT FINES	833	1,018.34	122	4,998	4,964.13	99	10,000	5,035.87
	02 00	PARKING FINES	16	.00		96	100.00	104	200	100.00
	03 00	TRAFFIC CAMERA TKTS	0	7,100.00		0	22,954.00		0	22,954.00-
310	**		849	8,118.34	956	5,094	28,018.13	550	10,200	17,818.13-
310	***	FINES & FORFEITURES	849	8,118.34		5,094	28,018.13		10,200	17,818.13-
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	51,263.50		0	293,712.09		0	293,712.09-
321	**	INTEREST	0	51,263.50		0	293,712.09		0	293,712.09-
320	***	INVESTMENT EARNINGS	0	51,263.50		0	293,712.09		0	293,712.09-
330		CHARGES FOR SERVICES								
331		RENTS								
	01 00	RENTAL OF GENERAL PROP	208	100.00	48	1,248	1,000.00	80	2,500	1,500.00
	01 01	PAVILION RENTALS	125	.00		750	700.00	93	1,500	800.00
	01 02	BOOKER BUILDING RENTALS	458	275.00	60	2,748	4,200.00	153	5,500	1,300.00
	01 03	SPARK INNOVATION CENTER	3,000	1,803.74	60	18,000	8,760.39	49	36,000	27,239.61
	01 *	RENTAL OF GENERAL PROP	3,791	2,178.74	58	22,746	14,660.39	65	45,500	30,839.61
	02 00	RENTAL OF REAL PROP	8,250	2,519.28	31	49,500	38,300.18	77	99,000	60,699.82
331	**	RENTS	12,041	4,698.02	39	72,246	52,960.57	73	144,500	91,539.43
336		LOANS								
336	**	LOANS	0	.00		0	.00		0	.00

FUND 010 GENERAL FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
337		CODE ENFORCEMENT								
01 00		CODE ENFORCEMENT	41	.00		246	100.00	41	500	400.00
337	**	CODE ENFORCEMENT	41	.00		246	100.00	41	500	400.00
330	***	CHARGES FOR SERVICES	12,082	4,698.02		72,492	53,060.57		145,000	91,939.43
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
03 00		RAILROAD ROLLING STOCK	1,308	.00		7,848	17,229.34	220	15,700	1,529.34-
04 00		DCJS GRANT	8,166	25,769.00	316	48,996	51,538.00	105	98,000	46,462.00
06 00		RENTAL TAX	83	108.48	131	498	484.75	97	1,000	515.25
08 00		MISC STATE GRANT	1,250	15,209.00	1217	7,500	15,209.00	203	15,000	209.00-
08 04		DHCD MAIN ST RESURGENCE	0	.00		0	28,500.00		0	28,500.00-
08	*	MISC STATE GRANT	1,250	15,209.00	1217	7,500	43,709.00	583	15,000	28,709.00-
11 00		VDOT CONTRACTUAL SERVICES	250	.00		1,500	.00		3,000	3,000.00
12 00		VDOT PD GRANT - OVERTIME	416	.00		2,496	96.84	4	5,000	4,903.16
13 00		STATE TRANSIT REVENUE	2,282	.00		13,692	32,351.00	236	27,390	4,961.00-
17 00		BROWNFIELD ASSESSMNT GRNT	0	.00		0	4,880.15		0	4,880.15-
17	*	BROWNFIELD ASSESSMNT GRNT	0	.00		0	4,880.15		0	4,880.15-
341	**	STATE	13,755	41,086.48	299	82,530	150,289.08	182	165,090	14,800.92
342		COUNTY								
02 00		LITTER GRANT	200	.00		1,200	3,977.00	331	2,400	1,577.00-
03 00		FIRE DEPT FUEL REIMB	1,083	.00		6,498	4,948.73	76	13,000	8,051.27
342	**	COUNTY	1,283	.00		7,698	8,925.73	116	15,400	6,474.27
343		FEDERAL								
04 00		FEDERAL TRANSIT REVENUE	7,601	15,943.50	210	45,606	44,607.50	98	91,220	46,612.50
343	**	FEDERAL	7,601	15,943.50	210	45,606	44,607.50	98	91,220	46,612.50
340	***	INTERGOVERNMENTAL REVENUE	22,639	57,029.98		135,834	203,822.31		271,710	67,887.69
350		OTHER REVENUE								
351		MISCELLANEOUS								
01 00		SALES OF SUPPLIES & MAT	1,666	512.60	31	9,996	512.60	5	20,000	19,487.40
01	*	SALES OF SUPPLIES & MAT	1,666	512.60	31	9,996	512.60	5	20,000	19,487.40
03 00		CASH DISCOUNTS	8	.00		48	.00		100	100.00
04 00		MISCELLANEOUS	1,708	7,000.57	410	10,248	15,410.27	150	20,500	5,089.73
04 02		HURT / LIGHTS	16	.00		96	.00		200	200.00

FUND 010 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
04 03	HURT / SOLID WASTE COLL	3,241	2,992.12	92	19,446	19,304.93	99	38,900	19,595.07
04 04	ESTATE OF ROBERTA F JENKS	683	696.32	102	4,098	4,119.61	101	8,200	4,080.39
04 06	VENDING MACHINE REVENUE	0	13.74		0	55.34		0	55.34-
04 *	MISCELLANEOUS	5,648	10,702.75	190	33,888	38,890.15	115	67,800	28,909.85
08 00	REIMB OF INSURANCE CLAIM	0	1,244.00		0	21,425.09		0	21,425.09-
351 **	MISCELLANEOUS	7,322	12,459.35	170	43,932	60,827.84	139	87,900	27,072.16
350 ***	OTHER REVENUE	7,322	12,459.35		43,932	60,827.84		87,900	27,072.16
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 01	RESERVE MAIN. FUNDS	5,833	.00		34,998	.00		70,000	70,000.00
01 *	FROM RESERVES	5,833	.00		34,998	.00		70,000	70,000.00
03 01	DESIGNATED	1,583	.00		9,498	.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		44,496	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		44,496	1.00		89,000	88,999.00
FUND TOTAL	GENERAL FUND	469,710	1,690,489.62		2,818,260	4,085,393.47		5,636,740	1,551,346.53

FUND 020 STATE HIGHWAY REIMB FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	5,043.39		0	29,258.85		0	29,258.85-
321	**	INTEREST	0	5,043.39		0	29,258.85		0	29,258.85-
320	***	INVESTMENT EARNINGS	0	5,043.39		0	29,258.85		0	29,258.85-
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	07 00	STREET & HIGHWAY MAINT	68,250	241,351.87	354	409,500	482,703.74	118	819,000	336,296.26
	07 01	CARRYOVER OF FUNDS	35,168	.00		211,008	.00		422,020	422,020.00
	07 *	STREET & HIGHWAY MAINT	103,418	241,351.87	233	620,508	482,703.74	78	1,241,020	758,316.26
341	**	STATE	103,418	241,351.87	233	620,508	482,703.74	78	1,241,020	758,316.26
340	***	INTERGOVERNMENTAL REVENUE	103,418	241,351.87		620,508	482,703.74		1,241,020	758,316.26
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	246,395.26		620,508	511,962.59		1,241,020	729,057.41

FUND 030 LIBRARY FUND

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

FUND 050 WATER & SEWER FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
02 00		INTEREST INCOME	0	18,743.09		0	175,150.59		0	175,150.59-
321	**	INTEREST	0	18,743.09		0	175,150.59		0	175,150.59-
320	***	INVESTMENT EARNINGS	0	18,743.09		0	175,150.59		0	175,150.59-
330		CHARGES FOR SERVICES								
332		WATER CHARGES								
01 00		INDUSTRIAL	166,250	126,334.76	76	997,500	677,895.98	68	1,995,000	1,317,104.02
02 00		BUSINESS & RESIDENTIAL	29,750	65,165.45	219	178,500	162,537.04	91	357,000	194,462.96
03 00		OUTSIDE COMMUNITY	16,625	24,470.49	147	99,750	84,596.86	85	199,500	114,903.14
04 00		WATER CONNECTION FEES	179	.00		1,074	.00		2,150	2,150.00
05 00		BULK WATER PURCHASE	416	.00		2,496	2,440.00	98	5,000	2,560.00
332	**	WATER CHARGES	213,220	215,970.70	101	1,279,320	927,469.88	73	2,558,650	1,631,180.12
333		SEWER CHARGES								
01 00		INDUSTRIAL	170,833	142,675.90	84	1,024,998	745,793.40	73	2,050,000	1,304,206.60
02 00		BUSINESS & RESIDENTIAL	25,625	53,022.25	207	153,750	122,097.50	79	307,500	185,402.50
03 00		OUTSIDE COMMUNITY	239	.00		1,434	1,168.31	82	2,870	1,701.69
04 00		SEWER CONNECTION FEES	166	.00		996	2,000.00	201	2,000	.00
05 00		SEWER SURCHARGES	12,500	24,752.96	198	75,000	76,640.06	102	150,000	73,359.94
333	**	SEWER CHARGES	209,363	220,451.11	105	1,256,178	947,699.27	75	2,512,370	1,564,670.73
334		WATER & SEWER								
00 00		WATER & SEWER	583	.00		3,498	3,605.61	103	7,000	3,394.39
01 01		MONTHLY	4,416	4,208.75	95	26,496	16,513.22	62	53,000	36,486.78
01 02		QUARTERLY	12,083	35,790.95	296	72,498	72,684.55	100	145,000	72,315.45
01	*	BASE RATE FEE	16,499	39,999.70	242	98,994	89,197.77	90	198,000	108,802.23
334	**	WATER & SEWER	17,082	39,999.70	234	102,492	92,803.38	91	205,000	112,196.62
330	***	CHARGES FOR SERVICES	439,665	476,421.51		2,637,990	1,967,972.53		5,276,020	3,308,047.47
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
19 00		VRA	0	59,612.50		0	90,857.50		0	90,857.50-
341	**	STATE	0	59,612.50		0	90,857.50		0	90,857.50-
343		FEDERAL								
09	*	CARES MONEY	0	.00		0	.00		0	.00

FUND 050 WATER & SEWER FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
343	**	FEDERAL	0	.00		0	.00		0	.00
340	***	INTERGOVERNMENTAL REVENUE	0	59,612.50		0	90,857.50		0	90,857.50-
350		OTHER REVENUE								
351		MISCELLANEOUS								
01 00		SALES OF SUPPLIES & MAT	0	.00		0	627.30		0	627.30-
04 00		MISCELLANEOUS	1,666	810.00	49	9,996	50,182.66	502	20,000	30,182.66-
04	*	MISCELLANEOUS	1,666	810.00	49	9,996	50,182.66	502	20,000	30,182.66-
351	**	MISCELLANEOUS	1,666	810.00	49	9,996	50,809.96	508	20,000	30,809.96-
350	***	OTHER REVENUE	1,666	810.00		9,996	50,809.96		20,000	30,809.96-
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
01 00		FROM RESERVES	583	.00		3,498	.00		7,000	7,000.00
01 02		ARPA FUNDING	91,667	.00		550,002	.00		1,100,000	1,100,000.00
01	*	FROM RESERVES	92,250	.00		553,500	.00		1,107,000	1,107,000.00
03	*	GENERAL FUND	0	.00		0	.00		0	.00
11 00		BOND PROCEEDS	484,125	.00		2,904,750	.00		5,809,500	5,809,500.00
12 00		LOAN FORGIVENESS PRGR	170,042	.00		1,020,252	.00		2,040,500	2,040,500.00
361	**	TRANSFER IN	746,417	.00		4,478,502	.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		4,478,502	.00		8,957,000	8,957,000.00
FUND TOTAL		WATER & SEWER FUND	1,187,748	555,587.10		7,126,488	2,284,790.58		14,253,020	11,968,229.42

FUND 060 AGENCY / DONATION FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	.73		0	4.59		0	4.59-
321	**	INTEREST	0	.73		0	4.59		0	4.59-
320	***	INVESTMENT EARNINGS	0	.73		0	4.59		0	4.59-
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	.73		0	5.59		0	5.59-

FUND 070 COMMUNITY IMPROV FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
321	**	INTEREST	0	.00		0	.00		0	.00
320	***	INVESTMENT EARNINGS	0	.00		0	.00		0	.00
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	87,000.00		0	87,000.00-
341	**	STATE	0	.00		0	87,000.00		0	87,000.00-
343		FEDERAL								
343	**	FEDERAL	0	.00		0	.00		0	.00
340	***	INTERGOVERNMENTAL REVENUE	0	.00		0	87,000.00		0	87,000.00-
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	.00		0	87,000.00		0	87,000.00-

FUND 090 CEMETERY FUND

ACCOUNT		ACCOUNT DESCRIPTION	CURRENT ESTIMATED	CURRENT ACTUAL	CURRENT %REV	YEAR-TO-DATE ESTIMATED	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300		TAXES								
308		LICENSES, PERMITS & FEES								
02 02		BURIAL	1,437	3,000.00	209	8,622	8,225.00	95	17,250	9,025.00
308	**	LICENSES, PERMITS & FEES	1,437	3,000.00	209	8,622	8,225.00	95	17,250	9,025.00
300	***	TAXES	1,437	3,000.00		8,622	8,225.00		17,250	9,025.00
320		INVESTMENT EARNINGS								
321		INTEREST								
02 00		INTEREST INCOME	0	7,197.74		0	15,329.92		0	15,329.92-
321	**	INTEREST	0	7,197.74		0	15,329.92		0	15,329.92-
320	***	INVESTMENT EARNINGS	0	7,197.74		0	15,329.92		0	15,329.92-
350		OTHER REVENUE								
351		MISCELLANEOUS								
02 00		SALE OF REAL ESTATE	666	1,300.00	195	3,996	1,300.00	33	8,000	6,700.00
04 00		MISCELLANEOUS	0	.00		0	25.00		0	25.00-
351	**	MISCELLANEOUS	666	1,300.00	195	3,996	1,325.00	33	8,000	6,675.00
350	***	OTHER REVENUE	666	1,300.00		3,996	1,325.00		8,000	6,675.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
03 00		GENERAL FUND	5,966	.00		35,796	.00		71,600	71,600.00
361	**	TRANSFER IN	5,966	.00		35,796	.00		71,600	71,600.00
360	***	OTHER FINANCING SOURCES	5,966	.00		35,796	.00		71,600	71,600.00
FUND TOTAL		CEMETERY FUND	8,069	11,497.74		48,414	24,879.92		96,850	71,970.08
GRAND TOTAL			1,768,945	2,503,970.45		10,613,670	6,994,032.15		21,227,630	14,233,597.85

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 SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	10		SALARIES AND WAGES										
	10	01	TOWN COUNCIL	2166	2166.69	100	12996	13000.14	100	.00	26000	12999.86	50
	10	**	SALARIES AND WAGES	2166	2166.69	100	12996	13000.14	100	.00	26000	12999.86	50
	20		BENEFITS										
	20	02	FICA	166	165.73	100	996	994.38	100	.00	2000	1005.62	50
	20	**	BENEFITS	166	165.73	100	996	994.38	100	.00	2000	1005.62	50
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	416	.00	0	2496	.00	0	.00	5000	5000.00	0
	30	26	IT NETWRK/WEBSITE SUPPORT	737	.00	0	4422	4059.52	92	3891.52	8850	898.96	90
	30	**	CONTRACTUAL SERVICES	1153	.00	0	6918	4059.52	59	3891.52	13850	5898.96	57
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	208	.00	0	1248	.00	0	.00	2500	2500.00	0
	50	16	PUBLIC OFFICIAL LIAB INSU	75	225.00	300	450	675.00	150	.00	900	225.00	75
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	750	.00	0	.00	1500	1500.00	0
	50	32	MISCELLANEOUS	125	50.40	40	750	154.82	21	.00	1500	1345.18	10
	50	**	OTHER CHARGES	533	275.40	52	3198	829.82	26	.00	6400	5570.18	13
400	**	**	COUNCIL / PLANNING COMM	4018	2607.82	65	24108	18883.86	78	3891.52	48250	25474.62	47
40	**	**	ADMINISTRATION	4018	2607.82	65	24108	18883.86	78	3891.52	48250	25474.62	47
DIV	1001		TOTAL *******										
			COUNCIL	4018	2607.82	65	24108	18883.86	78	3891.52	48250	25474.62	47
DEPT	10		TOTAL *******										
			COUNCIL	4018	2607.82	65	24108	18883.86	78	3891.52	48250	25474.62	47

FUND 010 GENERAL FUND　　DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION

BA SUB / ELE / OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40	ADMINISTRATION										
401	ADMINISTRATION										
10	SALARIES AND WAGES										
10 02	REGULAR	39021	35574.30	91	234126	216559.49	93	.00	468260	251700.51	46
10 04	OVERTIME	158	45.02	29	948	270.13	29	.00	1900	1629.87	14
10 10	PERSONAL EMPLOYEE VEH	0	461.54	0	0	2801.55	0	.00	0	2801.55-	0
10 **	SALARIES AND WAGES	39179	36080.86	92	235074	219631.17	93	.00	470160	250528.83	47
20	BENEFITS										
20 02	FICA	2997	2508.34	84	17982	15294.46	85	.00	35970	20675.54	43
20 04	VA RETIREMENT SYSTEM	4160	3015.86	73	24960	18095.16	73	.00	49920	31824.84	36
20 06	GROUP MEDICAL INSURANCE	5225	5221.74	100	31350	42200.01	135	.00	62700	20499.99	67
20 08	GROUP LIFE INSURANCE	522	516.24	99	3132	3097.44	99	.00	6270	3172.56	49
20 10	WORKER'S COMP	4583	12037.78	263	27498	42737.76	155	.00	55000	12262.24	78
20 12	EMPLOYEE EDUCATION ASSIST	41	.00	0	246	.00	0	.00	500	500.00	0
20 14	EMPLOYEE ASSIST PROGRAM	135	.00	0	810	1625.00	201	.00	1630	5.00	100
20 16	OTHER EMPLOYEE BENEFITS	2457	426.01	17	14742	2369.25	16	.00	29490	27120.75	8
20 18	VRS HYBRID EMPLOYER CONTR	0	801.96	0	0	4811.76	0	.00	0	4811.76-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	288.74	0	0	1732.44	0	.00	0	1732.44-	0
20 **	BENEFITS	20120	24816.67	123	120720	131963.28	109	.00	241480	109516.72	55
30	CONTRACTUAL SERVICES										
30 02	PROFESSIONAL SVCS - COBRA	150	.00	0	900	.00	0	.00	1800	1800.00	0
30 04	LEGAL SERVICES	2208	967.50	44	13248	22333.73	169	.00	26500	4166.27	84
30 06	ADVERTISING	1916	6356.00	332	11496	9273.38	81	.00	23000	13726.62	40
30 08	MAINTENANCE SVC CONTRACTS	7987	580.81	7	47922	88567.95	185	.00	95850	7282.05	92
30 10	INDEPENDENT AUDITOR	1794	21525.00	1200	10764	21525.00	200	.00	21530	5.00	100
30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	2496	.00	0	.00	5000	5000.00	0
30 14	MISC & PROFESSIONAL SVCS	2083	.00	0	12498	.00	0	.00	25000	25000.00	0
30 17	RANDOM DRUG SCREENING	116	399.88	345	696	499.80	72	.00	1400	900.20	36
30 26	IT NETWRK/WEBSITE SUPPORT	5966	4162.35	70	35796	32286.23	90	.00	71600	39313.77	45
30 **	CONTRACTUAL SERVICES	22636	33991.54	150	135816	174486.09	129	.00	271680	97193.91	64
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1250	1436.22	115	7500	6670.64	89	.00	15000	8329.36	45
50 04	HEATING SERVICES	250	.00	0	1500	333.47	22	.00	3000	2666.53	11
50 06	POSTAL SERVICES	1083	.00	0	6498	7386.99	114	.00	13000	5613.01	57
50 08	TELECOMMUNICATIONS	1125	580.82	52	6750	4634.47	69	.00	13500	8865.53	34
50 10	PROPERTY INSURANCE	875	3000.00	343	5250	9000.00	171	.00	10500	1500.00	86
50 12	MOTOR VEHICLE INSURANCE	50	150.00	300	300	450.00	150	.00	600	150.00	75
50 14	SURETY BONDS	19	.00	0	114	.00	0	.00	230	230.00	0
50 18	GENERAL LIABILITY INSUR	291	1222.25	420	1746	3666.75	210	.00	3500	166.75-	105
50 26	CONVENTIONS & EDUCATIONS	500	.00	0	3000	.00	0	.00	6000	6000.00	0
50 28	DUES & ASSOC MEMBERSHIPS	892	.00	0	5352	8405.56	157	.00	10710	2304.44	79
50 30	REFUNDS	41	.00	0	246	.00	0	.00	500	500.00	0
50 32	MISCELLANEOUS	1041	394.32	38	6246	9571.27	153	.00	12500	2928.73	77
50 34	MISCELLANEOUS REIMB	16	.00	0	96	.00	0	.00	200	200.00	0
50 **	OTHER CHARGES	7433	6783.61	91	44598	50119.15	112	.00	89240	39120.85	56

FUND 010 GENERAL FUND DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	***CURRENT*** BUDGET	ACTUAL	%EXP	***YEAR-TO-DATE*** BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40			ADMINISTRATION										
401			ADMINISTRATION										
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	2170	1303.18	60	13020	8677.47	67	.00	26050	17372.53	33
	60	04	REPAIRS & MAINTENANCE	2108	145.27	7	12648	9298.57	74	.00	25300	16001.43	37
	60	06	FUELS & LUBRICANTS	125	169.08	135	750	434.74	58	.00	1500	1065.26	29
	60	12	BOOKS & SUBSCRIPTIONS	8	.00	0	48	66.00	138	.00	100	34.00	66
	60	**	MATERIALS & SUPPLIES	4411	1617.53	37	26466	18476.78	70	.00	52950	34473.22	35
	81		CAPITAL OUTLAY - REPLACE										
	81	04	EDP EQUIP REPLACEMENT	1975	3416.76	173	11850	10393.53	88	.00	23700	13306.47	44
	81	**	CAPITAL OUTLAY - REPLACE	1975	3416.76	173	11850	10393.53	88	.00	23700	13306.47	44
401	**	**	ADMINISTRATION	95754	106706.97	111	574524	605070.00	105	.00	1149210	544140.00	53
40	**	**	ADMINISTRATION	95754	106706.97	111	574524	605070.00	105	.00	1149210	544140.00	53
DIV	1101		TOTAL ******* ADMINISTRATION	95754	106706.97	111	574524	605070.00	105	.00	1149210	544140.00	53
DEPT	11		TOTAL ******* GENERAL GOVERNMENT	95754	106706.97	111	574524	605070.00	105	.00	1149210	544140.00	53

FUND 010 GENERAL FUND DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
50			PUBLIC SAFETY										
501			POLICE DEPARTMENT										
	10		SALARIES AND WAGES										
	10	02	REGULAR	68057	62855.24	92	408342	380132.36	93	.00	816690	436557.64	47
	10	04	OVERTIME	1833	3654.84	199	10998	18417.38	168	.00	22000	3582.62	84
	10	06	DMV GRANT OVERTIME	416	322.80	78	2496	555.18	22	.00	5000	4444.82	11
	10	08	PD RESIDENCY STIPEND	925	1116.71	121	5550	6375.25	115	.00	11100	4724.75	57
	10	12	TAKE HOME CAR PROGRAM	708	.00	0	4248	.00	0	.00	8500	8500.00	0
	10	**	SALARIES AND WAGES	71939	67949.59	95	431634	405480.17	94	.00	863290	457809.83	47
	20		BENEFITS										
	20	02	FICA	5417	4972.20	92	32502	29644.72	91	.00	65010	35365.28	46
	20	04	VA RETIREMENT SYSTEM	7242	6936.52	96	43452	40914.78	94	.00	86910	45995.22	47
	20	06	GROUP MEDICAL INSURANCE	8787	6812.60	78	52722	56437.20	107	.00	105450	49012.80	54
	20	08	GROUP LIFE INSURANCE	910	871.94	96	5460	5143.14	94	.00	10930	5786.86	47
	20	16	OTHER EMPLOYEE BENEFITS	945	2460.50	260	5670	7381.50	130	.00	11340	3958.50	65
	20	**	BENEFITS	23301	22053.76	95	139806	139521.34	100	.00	279640	140118.66	50
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	125	110.00	88	750	440.00	59	.00	1500	1060.00	29
	30	08	MAINTENANCE SVC CONTRACTS	250	229.47	92	1500	1184.08	79	.00	3000	1815.92	40
	30	16	PHYSICALS	181	150.00	83	1086	750.00	69	.00	2180	1430.00	34
	30	18	R & M ELECTRONICS	16	.00	0	96	.00	0	.00	200	200.00	0
	30	26	IT NETWRK/WEBSITE SUPPORT	5350	1902.50	36	32100	30407.33	95	1500.00	64210	32302.67	50
	30	**	CONTRACTUAL SERVICES	5922	2391.97	40	35532	32781.41	92	1500.00	71090	36808.59	48
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	1433	1948.22	136	8598	10677.04	124	.00	17200	6522.96	62
	50	10	PROPERTY INSURANCE	208	875.00	421	1248	2625.00	210	.00	2500	125.00-	105
	50	12	MOTOR VEHICLE INSURANCE	500	1500.00	300	3000	4500.00	150	.00	6000	1500.00	75
	50	18	GENERAL LIABILITY INSUR	416	1500.00	361	2496	4500.00	180	.00	5000	500.00	90
	50	24	SUBSISTANCE & LODGING	833	.00	0	4998	4029.92	81	.00	10000	5970.08	40
	50	26	CONVENTIONS & EDUCATIONS	833	.00	0	4998	900.00	18	.00	10000	9100.00	9
	50	28	DUES & ASSOC MEMBERSHIPS	750	.00	0	4500	7280.00	162	.00	9000	1720.00	81
	50	29	ACCREDITATION PROGRAM	375	.00	0	2250	.00	0	.00	4500	4500.00	0
	50	32	MISCELLANEOUS	83	.00	0	498	95.54	19	.00	1000	904.46	10
	50	37	COMMUNITY ENGAGEMENT	125	.00	0	750	353.00	47	.00	1500	1147.00	24
	50	**	OTHER CHARGES	5556	5823.22	105	33336	34960.50	105	.00	66700	31739.50	52
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	1154	1045.05	91	6924	2705.33	39	.00	13850	11144.67	20
	60	03	K-9 MAINTENANCE	83	71.11	86	498	579.36	116	.00	1000	420.64	58
	60	04	REPAIRS & MAINTENANCE	166	.00	0	996	1007.46	101	.00	2000	992.54	50
	60	06	FUELS & LUBRICANTS	3083	2634.72	86	18498	22112.74	120	.00	37000	14887.26	60
	60	08	VEHICLE & EQUIP R&M	1166	1103.29	95	6996	6293.62	90	.00	14000	7706.38	45
	60	10	UNIFORMS	1083	215.99	20	6498	3013.56	46	4946.00	13000	5040.44	61
	60	16	DRUG INVESTIGATING	500	.00	0	3000	.00	0	.00	6000	6000.00	0
	60	25	SMALL EQUIPMENT	125	.00	0	750	.00	0	.00	1500	1500.00	0
	60	48	AMMUNITION & BATTERIES	666	.00	0	3996	5950.52	149	1934.10	8000	115.38	99
	60	**	MATERIALS & SUPPLIES	8026	5070.16	63	48156	41662.59	87	6880.10	96350	47807.31	50

FUND 010 GENERAL FUND — DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
50			PUBLIC SAFETY										
501			POLICE DEPARTMENT										
	81		CAPITAL OUTLAY - REPLACE										
	81	02	VEHICLE REPLACEMENT	9166	.00	0	54996	140.00	0	.00	110000	109860.00	0
	81	**	CAPITAL OUTLAY - REPLACE	9166	.00	0	54996	140.00	0	.00	110000	109860.00	0
	82		CAPITAL OUTLAY - NEW										
	82	02	VEHICLE	0	1449.60	0	0	172346.50	0	28008.64	0	200355.14-	0
	82	**	CAPITAL OUTLAY - NEW	0	1449.60	0	0	172346.50	0	28008.64	0	200355.14-	0
501	**	**	POLICE DEPARTMENT	123910	104738.30	85	743460	826892.51	111	36388.74	1487070	623788.75	58
50	**	**	PUBLIC SAFETY	123910	104738.30	85	743460	826892.51	111	36388.74	1487070	623788.75	58
DIV	3101		TOTAL ******* POLICE DEPARTMENT	123910	104738.30	85	743460	826892.51	111	36388.74	1487070	623788.75	58
DEPT	31		TOTAL ******* PUBLIC SAFETY	123910	104738.30	85	743460	826892.51	111	36388.74	1487070	623788.75	58

FUND 010 GENERAL FUND DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS

BA ELE SUB	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********* BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60												
601		OPERATIONS & MAINTENANCE										
10		SALARIES AND WAGES										
10	02	REGULAR	67777	55657.97	82	406662	328962.21	81	.00	813330	484367.79	40
10	04	OVERTIME	858	2199.63	256	5148	5018.91	98	.00	10300	5281.09	49
10	**	SALARIES AND WAGES	68635	57857.60	84	411810	333981.12	81	.00	823630	489648.88	41
20		BENEFITS										
20	02	FICA	5250	4184.88	80	31500	25545.62	81	.00	63010	37464.38	41
20	04	VA RETIREMENT SYSTEM	6817	1969.88	29	40902	11819.28	29	.00	81810	69990.72	14
20	06	GROUP MEDICAL INSURANCE	7058	6950.61	99	42348	46872.16	111	.00	84700	37827.84	55
20	08	GROUP LIFE INSURANCE	856	741.60	87	5136	4651.18	91	.00	10280	5628.82	45
20	18	VRS HYBRID EMPLOYER CONTR	0	3187.33	0	0	20152.06	0	.00	0	20152.06-	0
20	20	ICMA HYBRID EMPLOYER CONT	0	742.73	0	0	5036.83	0	.00	0	5036.83-	0
20	**	BENEFITS	19981	17777.03	89	119886	114077.13	95	.00	239800	125722.87	48
30		CONTRACTUAL SERVICES										
30	08	MAINTENANCE SVC CONTRACTS	500	120.54	24	3000	1072.78	36	.00	6000	4927.22	18
30	12	ENGIN & ARCHITECTURAL SVC	416	.00	0	2496	.00	0	.00	5000	5000.00	0
30	16	PHYSICALS	58	250.00	431	348	299.96	86	.00	700	400.04	43
30	18	R & M ELECTRONICS	91	.00	0	546	.00	0	.00	1100	1100.00	0
30	36	MOWING CONTRACT	3708	500.00	14	22248	23450.00	105	.00	44500	21050.00	53
30	38	TUB GRINDING BRUSH	2916	.00	0	17496	.00	0	.00	35000	35000.00	0
30	40	RECURRING LEASE AGREEMENT	80	.00	0	480	.00	0	.00	960	960.00	0
30	**	CONTRACTUAL SERVICES	7769	870.54	11	46614	24822.74	53	.00	93260	68437.26	27
50		OTHER CHARGES										
50	08	TELECOMMUNICATIONS	609	870.77	143	3654	4271.73	117	.00	7310	3038.27	58
50	10	PROPERTY INSURANCE	458	1750.00	382	2748	5250.00	191	.00	5500	250.00	96
50	12	MOTOR VEHICLE INSURANCE	1000	3000.00	300	6000	9000.00	150	.00	12000	3000.00	75
50	24	SUBSISTANCE & LODGING	41	.00	0	246	.00	0	.00	500	500.00	0
50	26	CONVENTIONS & EDUCATIONS	250	.00	0	1500	63.00	4	.00	3000	2937.00	2
50	32	MISCELLANEOUS	41	.00	0	246	112.48	46	.00	500	387.52	23
50	**	OTHER CHARGES	2399	5620.77	234	14394	18697.21	130	.00	28810	10112.79	65
60		MATERIALS & SUPPLIES										
60	02	OFFICE SUPPLIES	612	266.86	44	3672	671.33	18	.00	7350	6678.67	9
60	05	FUEL PUMPS	191	.00	0	1146	.00	0	.00	2300	2300.00	0
60	06	FUELS & LUBRICANTS	4583	1721.71	38	27498	13569.74	49	.00	55000	41430.26	25
60	08	VEHICLE / EQUIP R&M	3333	1316.24	40	19998	15498.44	78	.00	40000	24501.56	39
60	10	UNIFORMS	1041	1234.96	119	6246	6794.88	109	.00	12500	5705.12	54
60	11	SAFETY EQUIP & PROGRAMS	291	168.35	58	1746	2816.46	161	.00	3500	683.54	81
60	20	STREET LT OPER SUPPLIES	2583	2856.32	111	15498	12873.77	83	.00	31000	18126.23	42
60	22	HIGHWAY, STRT & SIDEWALKS	1666	1770.01	106	9996	5823.34	58	.00	20000	14176.66	29
60	23	EQUIPMENT RENTAL	354	.00	0	2124	.00	0	.00	4250	4250.00	0
60	28	STORM DRAINAGE	250	.00	0	1500	.00	0	.00	3000	3000.00	0
60	30	ENGINEERING R & M	83	.00	0	498	.00	0	.00	1000	1000.00	0
60	34	TRAIN STATION SUPPLIES	291	95.99	33	1746	1443.72	83	.00	3500	2056.28	41
60	36	PAVEMENT	4166	.00	0	24996	612.59	3	.00	50000	49387.41	1
60	40	TRAFFIC CONTROL DEVICE	250	.00	0	1500	401.79	27	.00	3000	2598.21	13

FUND 010 GENERAL FUND DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	60	44	SNOW & ICE REMOVAL	166	.00	0	996	.00	0	.00	2000	2000.00	0
	60	52	DECORATIVE STREET LIGHTS	533	919.70	173	3198	4287.16	134	.00	6400	2112.84	67
	60	**	MATERIALS & SUPPLIES	20393	10350.14	51	122358	64793.22	53	.00	244800	180006.78	27
	81		CAPITAL OUTLAY - REPLACE										
	81	02	VEHICLE REPLACEMENT	1406	.00	0	8436	.00	0	.00	16880	16880.00	0
	81	06	MACHINERY & EQUIPMENT	3375	.00	0	20250	7666.72	38	.00	40500	32833.28	19
	81	30	IMPRVMNTS OTHER THAN BLDG	4791	.00	0	28746	.00	0	.00	57500	57500.00	0
	81	**	CAPITAL OUTLAY - REPLACE	9572	.00	0	57432	7666.72	13	.00	114880	107213.28	7
	82		CAPITAL OUTLAY - NEW										
	82	06	MACHINERY & EQUIPMENT	3375	.00	0	20250	26166.84	129	.00	40500	14333.16	65
	82	**	CAPITAL OUTLAY - NEW	3375	.00	0	20250	26166.84	129	.00	40500	14333.16	65
	90		DEBT SERVICE										
	90	02	PRINCIPAL	1416	.00	0	8496	17000.00	200	.00	17000	.00	100
	90	04	INTEREST	397	.00	0	2382	2467.59	104	.00	4770	2302.41	52
	90	**	DEBT SERVICE	1813	.00	0	10878	19467.59	179	.00	21770	2302.41	89
601	**	**	OPERATIONS & MAINTENANCE	133937	92476.08	69	803622	609672.57	76	.00	1607450	997777.43	38
60	**	**		133937	92476.08	69	803622	609672.57	76	.00	1607450	997777.43	38
DIV	4101		TOTAL ******* MAIN OF STREETS & HWYS	133937	92476.08	69	803622	609672.57	76	.00	1607450	997777.43	38

FUND 010 GENERAL FUND DEPT/DIV 4102 PUBLIC WORKS/SANITATION & WASTE REM

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	60		MATERIALS & SUPPLIES										
	60	06	FUELS & LUBRICANTS	1666	1800.28	108	9996	9084.29	91	.00	20000	10915.71	45
	60	08	VEHICLE / EQUIP R&M	2500	1149.16	46	15000	10041.64	67	.00	30000	19958.36	34
	60	18	SUPPLIES	70	478.03	683	420	478.03	114	.00	840	361.97	57
	60	26	LITTER EXPENSES	166	.00	0	996	164.37	17	.00	2000	1835.63	8
	60	**	MATERIALS & SUPPLIES	4402	3427.47	78	26412	19768.33	75	.00	52840	33071.67	37
	81		CAPITAL OUTLAY - REPLACE										
	81	06	MACHINERY & EQUIPMENT	416	.00	0	2496	.00	0	3781.00	5000	1219.00	76
	81	**	CAPITAL OUTLAY - REPLACE	416	.00	0	2496	.00	0	3781.00	5000	1219.00	76
601	**	**	OPERATIONS & MAINTENANCE	4818	3427.47	71	28908	19768.33	68	3781.00	57840	34290.67	41
60	**	**		4818	3427.47	71	28908	19768.33	68	3781.00	57840	34290.67	41
DIV	4102		TOTAL ******* SANITATION & WASTE REM	4818	3427.47	71	28908	19768.33	68	3781.00	57840	34290.67	41

FUND 010 GENERAL FUND — DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	30		CONTRACTUAL SERVICES										
	30	22	LANDSCAPING CONTRACTS	1250	7581.65	607	7500	7581.65	101	.00	15000	7418.35	51
	30	**	CONTRACTUAL SERVICES	1250	7581.65	607	7500	7581.65	101	.00	15000	7418.35	51
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	666	809.99	122	3996	3759.43	94	.00	8000	4240.57	47
	50	04	HEATING SERVICES	166	.00	0	996	171.40	17	.00	2000	1828.60	9
	50	**	OTHER CHARGES	832	809.99	97	4992	3930.83	79	.00	10000	6069.17	39
	60		MATERIALS & SUPPLIES										
	60	18	SUPPLIES	666	310.03	47	3996	4527.13	113	.00	8000	3472.87	57
	60	24	SMALL TOOLS	333	.00	0	1998	1615.07	81	.00	4000	2384.93	40
	60	**	MATERIALS & SUPPLIES	999	310.03	31	5994	6142.20	103	.00	12000	5857.80	51
601	**	**	OPERATIONS & MAINTENANCE	3081	8701.67	282	18486	17654.68	96	.00	37000	19345.32	48
60	**	**		3081	8701.67	282	18486	17654.68	96	.00	37000	19345.32	48
DIV	4103		TOTAL ******* MAIN OF BLDGS & GROUNDS	3081	8701.67	282	18486	17654.68	96	.00	37000	19345.32	48

FUND 010 GENERAL FUND DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION

BA ELE OBJ SUB SUB	ACCOUNT DESCRIPTION	*********CURRENT********* BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60											
602	PARKS, RECREAT & CULTURAL										
30	CONTRACTUAL SERVICES										
30 26	IT NETWRK/WEBSITE SUPPORT	0	260.00	0	0	1560.00	0	.00	0	1560.00-	0
30 42	TREE REMOVAL & PRUNING	458	.00	0	2748	900.00	33	.00	5500	4600.00	16
30 **	CONTRACTUAL SERVICES	458	260.00	57	2748	2460.00	90	.00	5500	3040.00	45
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1416	1587.60	112	8496	5615.16	66	.00	17000	11384.84	33
50 04	HEATING SERVICES	66	.00	0	396	220.60	56	.00	800	579.40	28
50 08	TELECOMMUNICATIONS	346	140.16	41	2076	520.80	25	.00	4160	3639.20	13
50 34	MISCELLANEOUS REIMB	41	.00	0	246	100.00	41	.00	500	400.00	20
50 **	OTHER CHARGES	1869	1727.76	92	11214	6456.56	58	.00	22460	16003.44	29
60	MATERIALS & SUPPLIES										
60 18	SUPPLIES	2500	2301.62	92	15000	12913.05	86	.00	30000	17086.95	43
60 53	MULCH & LANDSCAPING STONE	666	.00	0	3996	1954.18	49	.00	8000	6045.82	24
60 54	PLAYGROUND EQUIPMENT	125	.00	0	750	.00	0	.00	1500	1500.00	0
60 55	SPLASH PAD	458	.00	0	2748	1265.38	46	.00	5500	4234.62	23
60 56	WAR MEMORIAL BALLFIELD	416	.00	0	2496	.00	0	.00	5000	5000.00	0
60 57	CANOE LAUNCH	125	90.00	72	750	1514.51	202	.00	1500	14.51-	101
60 58	SPECIAL EVENTS	125	.00	0	750	206.59	28	.00	1500	1293.41	14
60 **	MATERIALS & SUPPLIES	4415	2391.62	54	26490	17853.71	67	.00	53000	35146.29	34
81	CAPITAL OUTLAY - REPLACE										
81 08	FUNITURE & FIXTURES	0	.00	0	0	.00	0	11213.53	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	5020.00	0	11213.53	0	16233.53-	0
82	CAPITAL OUTLAY - NEW										
82 04	EDP EQUIPMENT	0	5391.25	0	0	5391.25	0	.00	0	5391.25-	0
82 **	CAPITAL OUTLAY - NEW	0	5391.25	0	0	5391.25	0	.00	0	5391.25-	0
602 ** **	PARKS, RECREAT & CULTURAL	6742	9770.63	145	40452	37181.52	92	11213.53	80960	32564.95	60
60 ** **		6742	9770.63	145	40452	37181.52	92	11213.53	80960	32564.95	60
DIV 4104	TOTAL ******* PARKS & RECREATION	6742	9770.63	145	40452	37181.52	92	11213.53	80960	32564.95	60

FUND 010 GENERAL FUND DEPT/DIV 4105 PUBLIC WORKS/AVOCA

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********** BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
609			AVOCA										
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	833	1400.54	168	4998	16145.88	323	.00	10000	6145.88-	162
	60	**	MATERIALS & SUPPLIES	833	1400.54	168	4998	16145.88	323	.00	10000	6145.88-	162
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	5833	.00	0	34998	.00	0	.00	70000	70000.00	0
	81	**	CAPITAL OUTLAY - REPLACE	5833	.00	0	34998	.00	0	.00	70000	70000.00	0
609	**	**	AVOCA	6666	1400.54	21	39996	16145.88	40	.00	80000	63854.12	20
60	**	**		6666	1400.54	21	39996	16145.88	40	.00	80000	63854.12	20
DIV	4105		TOTAL ******* AVOCA	6666	1400.54	21	39996	16145.88	40	.00	80000	63854.12	20

FUND 010 GENERAL FUND DEPT/DIV 4106 PUBLIC WORKS/CULTURAL

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
602			PARKS, RECREAT & CULTURAL										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	50	74.89	150	300	194.05	65	.00	600	405.95	32
	50	**	OTHER CHARGES	50	74.89	150	300	194.05	65	.00	600	405.95	32
602	**	**	PARKS, RECREAT & CULTURAL	50	74.89	150	300	194.05	65	.00	600	405.95	32
60	**	**		50	74.89	150	300	194.05	65	.00	600	405.95	32
DIV	4106		TOTAL ******* CULTURAL	50	74.89	150	300	194.05	65	.00	600	405.95	32

FUND 010 GENERAL FUND — DEPT/DIV 4108 PUBLIC WORKS/LIBRARY

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	30		CONTRACTUAL SERVICES										
	30	44	CUSTODIAL SERVICES	1166	.00	0	6996	4680.00	67	.00	14000	9320.00	33
	30	**	CONTRACTUAL SERVICES	1166	.00	0	6996	4680.00	67	.00	14000	9320.00	33
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	1250	154.79	12	7500	1430.12	19	.00	15000	13569.88	10
	60	**	MATERIALS & SUPPLIES	1250	154.79	12	7500	1430.12	19	.00	15000	13569.88	10
601	**	**	OPERATIONS & MAINTENANCE	2416	154.79	6	14496	6110.12	42	.00	29000	22889.88	21
60	**	**		2416	154.79	6	14496	6110.12	42	.00	29000	22889.88	21
DIV	4108		TOTAL ******* LIBRARY	2416	154.79	6	14496	6110.12	42	.00	29000	22889.88	21
DEPT	41		TOTAL ******* PUBLIC WORKS	157710	116006.07	74	946260	706727.15	75	14994.53	1892850	1171128.32	38

FUND 010 GENERAL FUND — DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS

BA SUB	ELE OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	8672	7986.58	92	52032	51931.53	100	.00	104070	52138.47	50
	10 **	SALARIES AND WAGES	8672	7986.58	92	52032	51931.53	100	.00	104070	52138.47	50
	20	BENEFITS										
	20 02	FICA	663	572.39	86	3978	3741.43	94	.00	7960	4218.57	47
	20 04	VA RETIREMENT SYSTEM	539	520.66	97	3234	3123.96	97	.00	6470	3346.04	48
	20 06	GROUP MEDICAL INSURANCE	1225	662.76	54	7350	3976.56	54	.00	14700	10723.44	27
	20 08	GROUP LIFE INSURANCE	68	67.74	100	408	406.44	100	.00	820	413.56	50
	20 10	WORKER'S COMP	141	458.00	325	846	1308.00	155	.00	1700	392.00	77
	20 18	VRS HYBRID EMPLOYER CONTR	0	12.42	0	0	74.52	0	.00	0	74.52-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	6.08	0	0	36.48	0	.00	0	36.48-	0
	20 **	BENEFITS	2636	2300.05	87	15816	12667.39	80	.00	31650	18982.61	40
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	83	.00	0	498	.00	0	.00	1000	1000.00	0
	30 08	MAINTENANCE SVC CONTRACTS	41	.00	0	246	.00	0	.00	500	500.00	0
	30 14	MISC & PROFESSIONAL SVCS	25	.00	0	150	.00	0	.00	300	300.00	0
	30 16	PHYSICALS	23	294.96	1282	138	344.92	250	.00	280	64.92-	123
	30 **	CONTRACTUAL SERVICES	172	294.96	172	1032	344.92	33	.00	2080	1735.08	17
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	100	30.40	30	600	689.71	115	.00	1200	510.29	58
	50 12	MOTOR VEHICLE INSURANCE	141	425.00	301	846	1275.00	151	.00	1700	425.00	75
	50 24	SUBSISTANCE & LODGING	25	.00	0	150	.00	0	.00	300	300.00	0
	50 26	CONVENTIONS & EDUCATIONS	62	.00	0	372	.00	0	.00	750	750.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	12	.00	0	72	.00	0	.00	150	150.00	0
	50 **	OTHER CHARGES	340	455.40	134	2040	1964.71	96	.00	4100	2135.29	48
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	320	.00	0	1920	1671.26	87	.00	3850	2178.74	43
	60 06	FUELS & LUBRICANTS	2824	1324.53	47	16944	11205.43	66	.00	33890	22684.57	33
	60 08	VEHICLE & EQUIP R&M	583	270.11	46	3498	3806.85	109	.00	7000	3193.15	54
	60 14	OTHER OPERATING SUPPLIES	41	.00	0	246	.00	0	.00	500	500.00	0
	60 18	SUPPLIES	25	.00	0	150	40.19	27	.00	300	259.81	13
	60 **	MATERIALS & SUPPLIES	3793	1594.64	42	22758	16723.73	74	.00	45540	28816.27	37
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	0	.00	0	0	.00	0	134158.00	0	134158.00-	0
	81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	134158.00	0	134158.00-	0
403	** **	PUBLIC TRANSPORTATION	15613	12631.63	81	93678	83632.28	89	134158.00	187440	30350.28-	116
40	** **	ADMINISTRATION	15613	12631.63	81	93678	83632.28	89	134158.00	187440	30350.28-	116
DIV	6101	TOTAL ******* OPERATIONS	15613	12631.63	81	93678	83632.28	89	134158.00	187440	30350.28-	116

FUND 010 GENERAL FUND DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS

BA ELE SUB	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********** BUDGET	ACTUAL	%EXP	**********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
DEPT	61	TOTAL ******* PUBLIC TRANSPORTATION	15613	12631.63	81	93678	83632.28	89	134158.00	187440	30350.28-	116

FUND 010 GENERAL FUND DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT

BA SUB / ELE / OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40	ADMINISTRATION										
405	ECONOMIC DEVELOPMENT										
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	1666	.00	0	9996	59.99	1	.00	20000	19940.01	0
30 07	RT 29 SIGNAGE	400	.00	0	2400	4800.00	200	.00	4800	.00	100
30 14	MISC & PROFESSIONAL SVCS	416	.00	0	2496	750.00	30	.00	5000	4250.00	15
30 **	CONTRACTUAL SERVICES	2482	.00	0	14892	5609.99	38	.00	29800	24190.01	19
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	0	9.56	0	0	17.39	0	.00	0	17.39-	0
50 32	MISCELLANEOUS	0	.00	0	0	309.95	0	.00	0	309.95-	0
50 63	ECONOMIC INCENTIVES	791	.00	0	4746	.00	0	.00	9500	9500.00	0
50 91	DWNTWN DIST - MISC	1250	.00	0	7500	867.50	12	.00	15000	14132.50	6
50 93	GRANT PROGRAM FUNDING	1250	.00	0	7500	.00	0	.00	15000	15000.00	0
50 **	OTHER CHARGES	3291	9.56	0	19746	1194.84	6	.00	39500	38305.16	3
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	0	.00	0	0	130.77	0	.00	0	130.77-	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	130.77	0	.00	0	130.77-	0
82	CAPITAL OUTLAY - NEW										
82 16	LAND	0	.00	0	0	5750.00	0	.00	0	5750.00-	0
82 18	BUILDING	833	16106.18	1934	4998	153241.19	3066	.00	10000	143241.19-	1532
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	123283.93	0	.00	0	123283.93-	0
82 42	VISTA LEGGETT BLDG	0	.00	0	0	4218.75	0	.00	0	4218.75-	0
82 **	CAPITAL OUTLAY - NEW	833	16106.18	1934	4998	286493.87	5732	.00	10000	276493.87-	2865
405 ** **	ECONOMIC DEVELOPMENT	6606	16115.74	244	39636	293429.47	740	.00	79300	214129.47-	370
40 ** **	ADMINISTRATION	6606	16115.74	244	39636	293429.47	740	.00	79300	214129.47-	370
DIV 7101	TOTAL ******* ECONOMIC DEVELOPMENT	6606	16115.74	244	39636	293429.47	740	.00	79300	214129.47-	370
DEPT 71	TOTAL ******* ECONOMIC DEVELOPMENT	6606	16115.74	244	39636	293429.47	740	.00	79300	214129.47-	370

FUND 010 GENERAL FUND DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40			ADMINISTRATION										
408			COMMUNITY DEVELOPMENT										
	10		SALARIES AND WAGES										
	10	02	REGULAR	6940	67624.00	974	41640	129982.33	312	.00	83280	46702.33-	156
	10	**	SALARIES AND WAGES	6940	67624.00	974	41640	129982.33	312	.00	83280	46702.33-	156
	20		BENEFITS										
	20	02	FICA	530	4736.90	894	3180	7353.13	231	.00	6370	983.13-	115
	20	04	VA RETIREMENT SYSTEM	740	.00	0	4440	.00	0	.00	8880	8880.00	0
	20	06	GROUP MEDICAL INSURANCE	560	.00	0	3360	2380.20	71	.00	6730	4349.80	35
	20	08	GROUP LIFE INSURANCE	93	.00	0	558	372.00	67	.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	4736.90	246	11538	13064.61	113	.00	23100	10035.39	57
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	416	45.47-	11-	2496	1048.17	42	.00	5000	3951.83	21
	30	14	MISC & PROFESSIONAL SVCS	1250	4434.68	355	7500	6798.92	91	.00	15000	8201.08	45
	30	36	MOWING CONTRACT	666	.00	0	3996	.00	0	.00	8000	8000.00	0
	30	40	RECURRING LEASE AGREEMENT	208	.00	0	1248	.00	0	.00	2500	2500.00	0
	30	**	CONTRACTUAL SERVICES	2540	4389.21	173	15240	7847.09	52	.00	30500	22652.91	26
	50		OTHER CHARGES										
	50	06	POSTAL SERVICES	83	.00	0	498	.00	0	.00	1000	1000.00	0
	50	08	TELECOMMUNICATIONS	83	62.59	75	498	268.20	54	.00	1000	731.80	27
	50	24	SUBSISTANCE & LODGING	125	.00	0	750	.00	0	.00	1500	1500.00	0
	50	26	CONVENTIONS & EDUCATIONS	208	.00	0	1248	400.00	32	.00	2500	2100.00	16
	50	28	DUES & ASSOC MEMBERSHIPS	70	.00	0	420	.00	0	.00	850	850.00	0
	50	32	MISCELLANEOUS	833	.00	0	4998	506.85	10	.00	10000	9493.15	5
	50	**	OTHER CHARGES	1402	62.59	5	8412	1175.05	14	.00	16850	15674.95	7
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	208	.00	0	1248	86.25	7	.00	2500	2413.75	4
	60	06	FUELS & LUBRICANTS	125	.00	0	750	.00	0	.00	1500	1500.00	0
	60	12	BOOKS & SUBSCRIPTIONS	41	.00	0	246	.00	0	.00	500	500.00	0
	60	**	MATERIALS & SUPPLIES	374	.00	0	2244	86.25	4	.00	4500	4413.75	2
408	**	**	COMMUNITY DEVELOPMENT	13179	76812.70	583	79074	152155.33	192	.00	158230	6074.67	96
40	**	**	ADMINISTRATION	13179	76812.70	583	79074	152155.33	192	.00	158230	6074.67	96
DIV	7201		TOTAL ******* COMMUNITY DEVELOPMENT	13179	76812.70	583	79074	152155.33	192	.00	158230	6074.67	96

FUND 010 GENERAL FUND — DEPT/DIV 7203 COMMUNITY DEVELOPMENT/PLANNING COMMISSION

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	50		OTHER CHARGES										
	50	24	SUBSISTANCE & LODGING	91	.00	0	546	.00	0	.00	1100	1100.00	0
	50	26	CONVENTIONS & EDUCATIONS	45	.00	0	270	.00	0	.00	550	550.00	0
	50	36	PLANNING COMMISSION	745	650.00	87	4470	1350.00	30	.00	8950	7600.00	15
	50	**	OTHER CHARGES	881	650.00	74	5286	1350.00	26	.00	10600	9250.00	13
400	**	**	COUNCIL / PLANNING COMM	881	650.00	74	5286	1350.00	26	.00	10600	9250.00	13
40	**	**	ADMINISTRATION	881	650.00	74	5286	1350.00	26	.00	10600	9250.00	13
DIV	7203		TOTAL ******* PLANNING COMMISSION	881	650.00	74	5286	1350.00	26	.00	10600	9250.00	13

FUND 010 GENERAL FUND DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	********CURRENT********* BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
40			ADMINISTRATION										
409			COMMUNITY DEVELOPMENT										
	10		SALARIES AND WAGES										
	10	02	REGULAR	4460	3462.40	78	26760	12438.19	47	.00	53530	41091.81	23
	10	**	SALARIES AND WAGES	4460	3462.40	78	26760	12438.19	47	.00	53530	41091.81	23
	20		BENEFITS										
	20	02	FICA	340	253.06	74	2040	1161.51	57	.00	4090	2928.49	28
	20	04	VA RETIREMENT SYSTEM	475	.00	0	2850	.00	0	.00	5710	5710.00	0
	20	06	GROUP MEDICAL INSURANCE	560	560.40	100	3360	2924.60	87	.00	6730	3805.40	44
	20	08	GROUP LIFE INSURANCE	60	50.26	84	360	150.78	42	.00	720	569.22	21
	20	18	VRS HYBRID EMPLOYER CONTR	0	362.34	0	0	1087.02	0	.00	0	1087.02-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	37.50	0	0	112.50	0	.00	0	112.50-	0
	20	**	BENEFITS	1435	1263.56	88	8610	5436.41	63	.00	17250	11813.59	32
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	833	538.27	65	4998	1112.23	22	.00	10000	8887.77	11
	30	08	MAINTENANCE SVC CONTRACTS	0	1217.00	0	0	7250.00	0	.00	0	7250.00-	0
	30	14	MISC & PROFESSIONAL SVCS	500	.00	0	3000	1962.50	65	.00	6000	4037.50	33
	30	26	IT NETWRK/WEBSITE SUPPORT	550	210.00	38	3300	1812.00	55	.00	6600	4788.00	28
	30	40	RECURRING LEASE AGREEMENT	317	.00	0	1902	1040.32	55	.00	3800	2759.68	27
	30	**	CONTRACTUAL SERVICES	2200	1965.27	89	13200	13177.05	100	.00	26400	13222.95	50
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1000	349.81	35	6000	1892.19	32	.00	12000	10107.81	16
	50	04	HEATING SERVICES	541	.00	0	3246	301.59	9	.00	6500	6198.41	5
	50	06	POSTAL SERVICES	62	.00	0	372	.00	0	.00	750	750.00	0
	50	08	TELECOMMUNICATIONS	553	41.67	8	3318	208.17	6	.00	6640	6431.83	3
	50	10	PROPERTY INSURANCE	41	125.00	305	246	375.00	152	.00	500	125.00	75
	50	24	SUBSISTANCE & LODGING	166	.00	0	996	.00	0	.00	2000	2000.00	0
	50	26	CONVENTIONS & EDUCATIONS	166	399.00	240	996	399.00	40	.00	2000	1601.00	20
	50	32	MISCELLANEOUS	375	70.00	19	2250	415.27	19	.00	4500	4084.73	9
	50	37	COMMUNITY ENGAGEMENT	833	87.05	11	4998	976.83	20	.00	10000	9023.17	10
	50	**	OTHER CHARGES	3737	1072.53	29	22422	4568.05	20	.00	44890	40321.95	10
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	1083	77.90	7	6498	1689.49	26	604.00	13000	10706.51	18
	60	04	REPAIRS & MAINTENANCE	766	130.00	17	4596	3976.75	87	.00	9200	5223.25	43
	60	**	MATERIALS & SUPPLIES	1849	207.90	11	11094	5666.24	51	604.00	22200	15929.76	28
409	**	**	COMMUNITY DEVELOPMENT	13681	7971.66	58	82086	41285.94	50	604.00	164270	122380.06	26
40	**	**	ADMINISTRATION	13681	7971.66	58	82086	41285.94	50	604.00	164270	122380.06	26
DIV	7204		TOTAL ******* SPARK INNOVATION CENTER	13681	7971.66	58	82086	41285.94	50	604.00	164270	122380.06	26
DEPT		72	TOTAL ******* COMMUNITY DEVELOPMENT	27741	85434.36	308	166446	194791.27	117	604.00	333100	137704.73	59

FUND 010 GENERAL FUND — DEPT/DIV 9101 NON DEPARTMENT/CONTRIBUTIONS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
80			NON DEPARTMENT										
801			NON DEPARTMENTAL										
	50		OTHER CHARGES										
	50	32	MISCELLANEOUS	466	.00	0	2796	27684.00	990	.00	5600	22084.00-	494
	50	62	CONTRIBUTION - SENIOR CTR	83	.00	0	498	.00	0	.00	1000	1000.00	0
	50	70	RECREATION PROGRAM	8333	.00	0	49998	50000.00	100	.00	100000	50000.00	50
	50	71	CONTRIBUTION - CHAMBER	3750	.00	0	22500	.00	0	.00	45000	45000.00	0
	50	72	CONTRIBUTION - FIRE DEPT	1250	.00	0	7500	.00	0	.00	15000	15000.00	0
	50	73	CONTRIBUTION - AVOCA	6845	.00	0	41070	41070.00	100	.00	82140	41070.00	50
	50	74	CONTRIBUTION-MAIN ST PGM	4598	.00	0	27588	.00	0	.00	55180	55180.00	0
	50	75	CONTRIBUTION - SBDC	500	.00	0	3000	6000.00	200	.00	6000	.00	100
	50	**	OTHER CHARGES	25825	.00	0	154950	124754.00	81	.00	309920	185166.00	40
801	**	**	NON DEPARTMENTAL	25825	.00	0	154950	124754.00	81	.00	309920	185166.00	40
80	**	**	NON DEPARTMENT	25825	.00	0	154950	124754.00	81	.00	309920	185166.00	40
DIV	9101		TOTAL ******* CONTRIBUTIONS	25825	.00	0	154950	124754.00	81	.00	309920	185166.00	40

FUND 010 GENERAL FUND DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
80			NON DEPARTMENT										
801			NON DEPARTMENTAL										
	50		OTHER CHARGES										
	50	96	INSURANCE CLAIM	0	6661.66	0	0	6661.66	0	5836.82	0	12498.48-	0
	50	**	OTHER CHARGES	0	6661.66	0	0	6661.66	0	5836.82	0	12498.48-	0
	60		MATERIALS & SUPPLIES										
	60	06	FUELS & LUBRICANTS	1083	1921.79	178	6498	7070.42	109	.00	13000	5929.58	54
	60	**	MATERIALS & SUPPLIES	1083	1921.79	178	6498	7070.42	109	.00	13000	5929.58	54
	82		CAPITAL OUTLAY - NEW										
	82	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	11682.92	0	.00	0	11682.92-	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	11682.92	0	.00	0	11682.92-	0
801	**	**	NON DEPARTMENTAL	1083	8583.45	793	6498	25415.00	391	5836.82	13000	18251.82-	240
802			TRANSFER OUT										
	70		TRANSFER OUT										
	70	01	TO CEMETERY FUND	5966	.00	0	35796	.00	0	.00	71600	71600.00	0
	70	07	TO RESERVE POLICY FNDS-FD	5416	.00	0	32496	.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	68292	1.00	0	.00	136600	136599.00	0
802	**	**	TRANSFER OUT	11382	.00	0	68292	1.00	0	.00	136600	136599.00	0
80	**	**	NON DEPARTMENT	12465	8583.45	69	74790	25416.00	34	5836.82	149600	118347.18	21
DIV	9102		TOTAL ******* NON DEPARTMENT	12465	8583.45	69	74790	25416.00	34	5836.82	149600	118347.18	21

FUND 010 GENERAL FUND DEPT/DIV 9105 NON DEPARTMENT/AVOCA

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. 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	8583.45	22	229740	169070.00	74	5836.82	459520	284613.18	38
FUND 010			TOTAL ********* GENERAL FUND	469642	452824.34	96	2817852	2898496.54	103	195873.61	5636740	2542369.85	55

FUND 020 STATE HIGHWAY REIMB FUND DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********* BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	60		MATERIALS & SUPPLIES										
	60	28	STORM DRAINAGE	4016	78.48	2	24096	5046.43	21	.00	48200	43153.57	11
	60	36	PAVEMENT	66666	686.88	1	399996	1967.12	1	.00	800000	798032.88	0
	60	40	TRAFFIC CONTROL DEVICE	4733	4078.32	86	28398	25126.75	89	.00	56800	31673.25	44
	60	**	MATERIALS & SUPPLIES	75415	4843.68	6	452490	32140.30	7	.00	905000	872859.70	4
	81		CAPITAL OUTLAY - REPLACE										
	81	02	VEHICLE REPLACEMENT	8168	.00	0	49008	79390.00	162	.00	98020	18630.00	81
	81	06	MACHINERY & EQUIPMENT	1500	.00	0	9000	7652.78	85	.00	18000	10347.22	43
	81	**	CAPITAL OUTLAY - REPLACE	9668	.00	0	58008	87042.78	150	.00	116020	28977.22	75
601	**	**	OPERATIONS & MAINTENANCE	85083	4843.68	6	510498	119183.08	23	.00	1021020	901836.92	12
606													
	60		MATERIALS & SUPPLIES										
	60	30	ENGINEERING R & M	833	.00	0	4998	191.25	4	.00	10000	9808.75	2
	60	44	SNOW & ICE REMOVAL	5000	325.03	7	30000	2197.96	7	.00	60000	57802.04	4
	60	46	OTHER TRAFFIC SVCS RDSIDE	4166	942.96	23	24996	105151.44	421	.03	50000	55151.47-	210
	60	**	MATERIALS & SUPPLIES	9999	1267.99	13	59994	107540.65	179	.03	120000	12459.32	90
606	**	**		9999	1267.99	13	59994	107540.65	179	.03	120000	12459.32	90
607			ADMINISTRATION AND MISC										
	50		OTHER CHARGES										
	50	32	MISCELLANEOUS	8333	.00	0	49998	129.99	0	.00	100000	99870.01	0
	50	**	OTHER CHARGES	8333	.00	0	49998	129.99	0	.00	100000	99870.01	0
607	**	**	ADMINISTRATION AND MISC	8333	.00	0	49998	129.99	0	.00	100000	99870.01	0
60	**	**		103415	6111.67	6	620490	226853.72	37	.03	1241020	1014166.25	18
DIV	4101		TOTAL ******* MAIN OF STREETS & HWYS	103415	6111.67	6	620490	226853.72	37	.03	1241020	1014166.25	18
DEPT	41		TOTAL ******* PUBLIC WORKS	103415	6111.67	6	620490	226853.72	37	.03	1241020	1014166.25	18
FUND 020			TOTAL ********* STATE HIGHWAY REIMB FUND	103415	6111.67	6	620490	226853.72	37	.03	1241020	1014166.25	18

FUND 050 WATER & SEWER FUND DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********** BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
701			WATER										
	10		SALARIES AND WAGES										
	10	02	REGULAR	1885	1740.97	92	11310	10652.30	94	.00	22630	11977.70	47
	10	04	OVERTIME	29	.00	0	174	.00	0	.00	350	350.00	0
	10	**	SALARIES AND WAGES	1914	1740.97	91	11484	10652.30	93	.00	22980	12327.70	46
	20		BENEFITS										
	20	02	FICA	146	108.30	74	876	665.62	76	.00	1760	1094.38	38
	20	04	VA RETIREMENT SYSTEM	200	201.06	101	1200	1206.36	101	.00	2410	1203.64	50
	20	06	GROUP MEDICAL INSURANCE	356	356.58	100	2136	2139.48	100	.00	4280	2140.52	50
	20	08	GROUP LIFE INSURANCE	25	25.28	101	150	151.68	101	.00	300	148.32	51
	20	**	BENEFITS	727	691.22	95	4362	4163.14	95	.00	8750	4586.86	48
701	**	**	WATER	2641	2432.19	92	15846	14815.44	94	.00	31730	16914.56	47
702			SEWER										
	10		SALARIES AND WAGES										
	10	02	REGULAR	1257	1160.63	92	7542	7101.49	94	.00	15090	7988.51	47
	10	04	OVERTIME	12	.00	0	72	.00	0	.00	150	150.00	0
	10	**	SALARIES AND WAGES	1269	1160.63	92	7614	7101.49	93	.00	15240	8138.51	47
	20		BENEFITS										
	20	02	FICA	97	72.22	75	582	443.81	76	.00	1170	726.19	38
	20	04	VA RETIREMENT SYSTEM	134	134.02	100	804	804.12	100	.00	1610	805.88	50
	20	06	GROUP MEDICAL INSURANCE	238	237.72	100	1428	1426.32	100	.00	2860	1433.68	50
	20	08	GROUP LIFE INSURANCE	16	16.84	105	96	101.04	105	.00	200	98.96	51
	20	**	BENEFITS	485	460.80	95	2910	2775.29	95	.00	5840	3064.71	48
702	**	**	SEWER	1754	1621.43	92	10524	9876.78	94	.00	21080	11203.22	47
70	**	**	UTILITIES	4395	4053.62	92	26370	24692.22	94	.00	52810	28117.78	47
DIV	1101		TOTAL ******* ADMINISTRATION	4395	4053.62	92	26370	24692.22	94	.00	52810	28117.78	47
DEPT	11		TOTAL ******* GENERAL GOVERNMENT	4395	4053.62	92	26370	24692.22	94	.00	52810	28117.78	47

FUND 050 WATER & SEWER FUND DEPT/DIV 5001 WATER DEPARTMENT/OPERATIONS

BA SUB	ELE OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70		UTILITIES										
701		WATER										
10		SALARIES AND WAGES										
10	02	REGULAR	32257	24936.59	77	193542	146014.72	75	.00	387090	241075.28	38
10	04	OVERTIME	1287	608.67	47	7722	8498.38	110	.00	15450	6951.62	55
10	**	SALARIES AND WAGES	33544	25545.26	76	201264	154513.10	77	.00	402540	248026.90	38
20		BENEFITS										
20	02	FICA	2565	1828.56	71	15390	11108.99	72	.00	30790	19681.01	36
20	04	VA RETIREMENT SYSTEM	3160	1266.62	40	18960	7599.72	40	.00	37930	30330.28	20
20	06	GROUP MEDICAL INSURANCE	3109	3669.10	118	18654	24296.87	130	.00	37310	13013.13	65
20	08	GROUP LIFE INSURANCE	397	307.24	77	2382	1709.54	72	.00	4770	3060.46	36
20	18	VRS HYBRID EMPLOYER CONTR	0	949.22	0	0	4730.08	0	.00	0	4730.08-	0
20	20	ICMA HYBRID EMPLOYER CONT	0	228.14	0	0	1268.92	0	.00	0	1268.92-	0
20	**	BENEFITS	9231	8248.88	89	55386	50714.12	92	.00	110800	60085.88	46
30		CONTRACTUAL SERVICES										
30	08	MAINTENANCE SVC CONTRACTS	3333	708.00	21	19998	17559.27	88	.00	40000	22440.73	44
30	14	MISC & PROFESSIONAL SVCS	1666	15.69	1	9996	4474.64	45	.00	20000	15525.36	22
30	16	PHYSICALS	66	305.00	462	396	305.00	77	.00	800	495.00	38
30	20	WATER PURCHASES - CC	6250	.00	0	37500	13795.87	37	.00	75000	61204.13	18
30	24	R & M GROUNDS, BLDGS, RDS	2083	.00	0	12498	12495.00	100	.00	25000	12505.00	50
30	26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	282	284.58	101	.00	570	285.42	50
30	**	CONTRACTUAL SERVICES	13445	1076.12	8	80670	48914.36	61	.00	161370	112455.64	30
50		OTHER CHARGES										
50	02	ELECTRICAL SERVICES	9166	11804.67	129	54996	52812.24	96	.00	110000	57187.76	48
50	04	HEATING SERVICES	375	.00	0	2250	323.73	14	.00	4500	4176.27	7
50	08	TELECOMMUNICATIONS	1166	889.12	76	6996	5664.83	81	.00	14000	8335.17	41
50	10	PROPERTY INSURANCE	875	3125.00	357	5250	9375.00	179	.00	10500	1125.00	89
50	12	MOTOR VEHICLE INSURANCE	58	175.00	302	348	525.00	151	.00	700	175.00	75
50	18	GENERAL LIABILITY INSUR	458	1375.00	300	2748	4125.00	150	.00	5500	1375.00	75
50	24	SUBSISTANCE & LODGING	250	.00	0	1500	456.60	30	.00	3000	2543.40	15
50	26	CONVENTIONS & EDUCATIONS	416	240.00	58	2496	799.00	32	.00	5000	4201.00	16
50	28	DUES & ASSOC MEMBERSHIPS	91	100.00	110	546	550.00	101	.00	1100	550.00	50
50	30	REFUNDS	41	.00	0	246	.00	0	.00	500	500.00	0
50	32	MISCELLANEOUS	166	.00	0	996	22.89	2	.00	2000	1977.11	1
50	64	SAMPLE TESTING	1250	1396.20	112	7500	6375.82	85	.00	15000	8624.18	43
50	66	FEES PAID TO COMMONWEALTH	458	.00	0	2748	5037.00	183	.00	5500	463.00	92
50	68	PROFESSIONAL LICENSES	125	.00	0	750	100.00	13	.00	1500	1400.00	7
50	88	LOAN ISSUANCE COSTS	0	.00	0	0	80.77	0	.00	0	80.77-	0
50	**	OTHER CHARGES	14895	19104.99	128	89370	86247.88	97	.00	178800	92552.12	48
60		MATERIALS & SUPPLIES										
60	02	OFFICE SUPPLIES	737	1564.22	212	4422	3604.10	82	.00	8850	5245.90	41
60	04	REPAIRS & MAINTENANCE	4583	514.21	11	27498	10479.41	38	2977.00	55000	41543.59	25
60	06	FUELS & LUBRICANTS	666	250.18	38	3996	2447.03	61	.00	8000	5552.97	31
60	08	VEHICLE & EQUIP R&M	633	13.45	2	3798	293.43	8	.00	7600	7306.57	4
60	10	UNIFORMS	625	241.72	39	3750	2698.89	72	.00	7500	4801.11	36
60	11	SAFETY EQUIP & PROGRAMS	166	.00	0	996	135.85	14	.00	2000	1864.15	7

FUND 050 WATER & SEWER FUND DEPT/DIV 5001 WATER DEPARTMENT/OPERATIONS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
701			WATER										
	60	14	OTHER OPERATING SUPPLIES	11666	8973.04	77	69996	66705.75	95	.00	140000	73294.25	48
	60	15	LABORATORY TEST CHEMICALS	1250	910.27	73	7500	8563.58	114	.00	15000	6436.42	57
	60	24	SMALL TOOLS	166	60.12	36	996	103.05	10	.00	2000	1896.95	5
	60	25	SMALL EQUIPMENT	625	444.46	71	3750	7073.76	189	.00	7500	426.24	94
	60	**	MATERIALS & SUPPLIES	21117	12971.67	61	126702	102104.85	81	2977.00	253450	148368.15	42
	70		TRANSFER OUT										
	70	05	TO RESERVES	8394	.00	0	50364	.00	0	.00	100730	100730.00	0
	70	**	TRANSFER OUT	8394	.00	0	50364	.00	0	.00	100730	100730.00	0
	90		DEBT SERVICE										
	90	02	PRINCIPAL	26250	.00	0	157500	314000.00	199	.00	315000	1000.00	100
	90	04	INTEREST	6965	.00	0	41790	43362.10	104	.00	83590	40227.90	52
	90	**	DEBT SERVICE	33215	.00	0	199290	357362.10	179	.00	398590	41227.90	90
	91		DEBT SERVICE-2020A										
	91	02	PRINCIPAL	9440	.00	0	56640	.00	0	.00	113280	113280.00	0
	91	04	INTEREST	7258	.00	0	43548	43552.15	100	.00	87100	43547.85	50
	91	**	DEBT SERVICE-2020A	16698	.00	0	100188	43552.15	44	.00	200380	156827.85	22
	92		DEBT SERVICE-SERIES 2022										
	92	02	PRINCIPAL	0	.00	0	0	16200.00	0	.00	0	16200.00-	0
	92	04	INTEREST	0	.00	0	0	7612.87	0	.00	0	7612.87-	0
	92	**	DEBT SERVICE-SERIES 2022	0	.00	0	0	23812.87	0	.00	0	23812.87-	0
701	**	**	WATER	150539	66946.92	45	903234	867221.43	96	2977.00	1806660	936461.57	48
70	**	**	UTILITIES	150539	66946.92	45	903234	867221.43	96	2977.00	1806660	936461.57	48
DIV	5001		TOTAL ******* OPERATIONS	150539	66946.92	45	903234	867221.43	96	2977.00	1806660	936461.57	48

FUND 050 WATER & SEWER FUND DEPT/DIV 5002 WATER DEPARTMENT/PUMP STATION

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
703			BEDFORD PUMP STATION										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	2748	793.03	29	.00	5500	4706.97	14
	30	**	CONTRACTUAL SERVICES	458	.00	0	2748	793.03	29	.00	5500	4706.97	14
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	833	764.31	92	4998	2795.84	56	.00	10000	7204.16	28
	50	08	TELECOMMUNICATIONS	75	69.61	93	450	407.97	91	.00	900	492.03	45
	50	**	OTHER CHARGES	908	833.92	92	5448	3203.81	59	.00	10900	7696.19	29
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	.00	0	1500	73.44	5	.00	3000	2926.56	2
	60	**	MATERIALS & SUPPLIES	250	.00	0	1500	73.44	5	.00	3000	2926.56	2
703	**	**	BEDFORD PUMP STATION	1616	833.92	52	9696	4070.28	42	.00	19400	15329.72	21
704			LOLA PUMP STATION										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	83	141.34	170	498	411.20	83	.00	1000	588.80	41
	50	08	TELECOMMUNICATIONS	62	69.61	112	372	407.97	110	.00	750	342.03	54
	50	**	OTHER CHARGES	145	210.95	146	870	819.17	94	.00	1750	930.83	47
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	8	.00	0	48	.00	0	.00	100	100.00	0
	60	**	MATERIALS & SUPPLIES	8	.00	0	48	.00	0	.00	100	100.00	0
704	**	**	LOLA PUMP STATION	153	210.95	138	918	819.17	89	.00	1850	1030.83	44
709			MELINDA PUMP STATION										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	30	**	CONTRACTUAL SERVICES	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	800	234.73	29	4800	1281.30	27	.00	9600	8318.70	13
	50	08	TELECOMMUNICATIONS	45	.00	0	270	.00	0	.00	550	550.00	0
	50	**	OTHER CHARGES	845	234.73	28	5070	1281.30	25	.00	10150	8868.70	13
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	125	.00	0	750	.00	0	.00	1500	1500.00	0
	60	**	MATERIALS & SUPPLIES	125	.00	0	750	.00	0	.00	1500	1500.00	0
709	**	**	MELINDA PUMP STATION	1428	234.73	16	8568	1679.78	20	.00	17150	15470.22	10
70	**	**	UTILITIES	3197	1279.60	40	19182	6569.23	34	.00	38400	31830.77	17
DIV	5002		TOTAL ******* PUMP STATION	3197	1279.60	40	19182	6569.23	34	.00	38400	31830.77	17

FUND 050 WATER & SEWER FUND DEPT/DIV 5003 WATER DEPARTMENT/SPRINGS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
706			MCMINNIS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	30	**	CONTRACTUAL SERVICES	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	800	933.74	117	4800	3764.48	78	.00	9600	5835.52	39
	50	08	TELECOMMUNICATIONS	66	61.48	93	396	367.35	93	.00	800	432.65	46
	50	**	OTHER CHARGES	866	995.22	115	5196	4131.83	80	.00	10400	6268.17	40
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	1585.45	634	1500	2047.63	137	.00	3000	952.37	68
	60	14	OTHER OPERATING SUPPLIES	750	790.44	105	4500	4259.60	95	.00	9000	4740.40	47
	60	15	LABORATORY TEST CHEMICALS	250	241.96	97	1500	1099.31	73	.00	3000	1900.69	37
	60	**	MATERIALS & SUPPLIES	1250	2617.85	209	7500	7406.54	99	.00	15000	7593.46	49
706	**	**	MCMINNIS SPRING	2574	3613.07	140	15444	11936.85	77	.00	30900	18963.15	39
707			REYNOLDS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	30	**	CONTRACTUAL SERVICES	458	.00	0	2748	398.48	15	.00	5500	5101.52	7
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1083	970.01	90	6498	4327.33	67	.00	13000	8672.67	33
	50	08	TELECOMMUNICATIONS	133	111.11	84	798	821.42	103	.00	1600	778.58	51
	50	**	OTHER CHARGES	1216	1081.12	89	7296	5148.75	71	.00	14600	9451.25	35
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	1626.18	651	1500	3870.54	258	.00	3000	870.54-	129
	60	14	OTHER OPERATING SUPPLIES	650	790.44	122	3900	4259.59	109	.00	7800	3540.41	55
	60	15	LABORATORY TEST CHEMICALS	250	241.96	97	1500	1099.32	73	.00	3000	1900.68	37
	60	**	MATERIALS & SUPPLIES	1150	2658.58	231	6900	9229.45	134	.00	13800	4570.55	67
707	**	**	REYNOLDS SPRING	2824	3739.70	132	16944	14776.68	87	.00	33900	19123.32	44
70	**	**	UTILITIES	5398	7352.77	136	32388	26713.53	83	.00	64800	38086.47	41
DIV	5003		TOTAL ******* SPRINGS	5398	7352.77	136	32388	26713.53	83	.00	64800	38086.47	41

FUND 050 WATER & SEWER FUND — DEPT/DIV 5004 WATER DEPARTMENT/TANKS & INDUSTRIAL METERS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********** BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
708			TANKS & INDUSTRIAL METERS										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	141	55.42	39	846	264.21	31	.00	1700	1435.79	16
	50	08	TELECOMMUNICATIONS	125	103.75	83	750	622.50	83	.00	1500	877.50	42
	50	**	OTHER CHARGES	266	159.17	60	1596	886.71	56	.00	3200	2313.29	28
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	208	.00	0	1248	.00	0	.00	2500	2500.00	0
	60	**	MATERIALS & SUPPLIES	208	.00	0	1248	.00	0	.00	2500	2500.00	0
708	**	**	TANKS & INDUSTRIAL METERS	474	159.17	34	2844	886.71	31	.00	5700	4813.29	16
70	**	**	UTILITIES	474	159.17	34	2844	886.71	31	.00	5700	4813.29	16
DIV	5004		TOTAL ******* TANKS & INDUSTRIAL METERS	474	159.17	34	2844	886.71	31	.00	5700	4813.29	16

FUND 050 WATER & SEWER FUND — DEPT/DIV 5010 WATER DEPARTMENT/WATER CAPITAL OUTLAY

BA ELE SUB	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70		UTILITIES										
701		WATER										
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	2708	.00	0	16248	.00	0	.00	32500	32500.00	0
81	06	MACHINERY & EQUIPMENT	14375	.00	0	86250	50936.78	59	10466.00	172500	111097.22	36
81	18	BUILDING	0	.00	0	0	27000.00	0	.00	0	27000.00-	0
81	22	WATER SYSTEM	91666	11717.20	13	549996	59148.80	11	.00	1100000	1040851.20	5
81	30	IMPRVMNTS OTHER THAN BLDG	220833	12728.00	6	1324998	179969.67	14	970.00	2650000	2469060.33	7
81	33	WATERLINE-MAIN ST IMPROVE	0	.00	0	0	6200.00	0	.00	0	6200.00-	0
81	35	MELINDA TANK HPZ	25000	.00	0	150000	.00	0	.00	300000	300000.00	0
81	37	SCADA SYSTEM UPGRADE	17445	.00	0	104670	141778.00	136	9795.76	209341	57767.24	72
81	**	CAPITAL OUTLAY - REPLACE	372027	24445.20	7	2232162	465033.25	21	21231.76	4464341	3978075.99	11
82		CAPITAL OUTLAY - NEW										
82	06	MACHINERY & EQUIPMENT	0	233621.88	0	0	590416.76	0	.00	0	590416.76-	0
82	**	CAPITAL OUTLAY - NEW	0	233621.88	0	0	590416.76	0	.00	0	590416.76-	0
701 **	**	WATER	372027	258067.08	69	2232162	1055450.01	47	21231.76	4464341	3387659.23	24
70 **	**	UTILITIES	372027	258067.08	69	2232162	1055450.01	47	21231.76	4464341	3387659.23	24
DIV	5010	TOTAL ******* WATER CAPITAL OUTLAY	372027	258067.08	69	2232162	1055450.01	47	21231.76	4464341	3387659.23	24
DEPT	50	TOTAL ******* WATER DEPARTMENT	531635	333805.54	63	3189810	1956840.91	61	24208.76	6379901	4398851.33	31

FUND 050 WATER & SEWER FUND DEPT/DIV 5101 SEWER DEPARTMENT/OPERATIONS

BA ELE SUB	OBJ SUB	ACCOUNT DESCRIPTION	*********CURRENT********* BUDGET	ACTUAL	%EXP	*********YEAR-TO-DATE******* BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70		UTILITIES										
702		SEWER										
10		SALARIES AND WAGES										
10	02	REGULAR	47181	38165.50	81	283086	224959.58	80	.00	566180	341220.42	40
10	04	OVERTIME	691	1235.78	179	4146	2929.99	71	.00	8300	5370.01	35
10	**	SALARIES AND WAGES	47872	39401.28	82	287232	227889.57	79	.00	574480	346590.43	40
20		BENEFITS										
20	02	FICA	3662	2853.13	78	21972	16389.55	75	.00	43950	27560.45	37
20	04	VA RETIREMENT SYSTEM	4751	2630.62	55	28506	15783.72	55	.00	57020	41236.28	28
20	06	GROUP MEDICAL INSURANCE	6812	5277.12	78	40872	37924.38	93	.00	81750	43825.62	46
20	08	GROUP LIFE INSURANCE	597	499.38	84	3582	2901.32	81	.00	7170	4268.68	41
20	18	VRS HYBRID EMPLOYER CONTR	0	1154.06	0	0	6240.00	0	.00	0	6240.00-	0
20	20	ICMA HYBRID EMPLOYER CONT	0	187.94	0	0	1056.78	0	.00	0	1056.78-	0
20	**	BENEFITS	15822	12602.25	80	94932	80295.75	85	.00	189890	109594.25	42
30		CONTRACTUAL SERVICES										
30	08	MAINTENANCE SVC CONTRACTS	1375	.00	0	8250	1861.32	23	300.00	16500	14338.68	13
30	14	MISC & PROFESSIONAL SVCS	1666	.00	0	9996	40.00	0	.00	20000	19960.00	0
30	16	PHYSICALS	125	125.00	100	750	125.00	17	.00	1500	1375.00	8
30	24	R & M GROUNDS, BLDGS, RDS	958	64.11	7	5748	3437.86	60	.00	11500	8062.14	30
30	**	CONTRACTUAL SERVICES	4124	189.11	5	24744	5464.18	22	300.00	49500	43735.82	12
50		OTHER CHARGES										
50	02	ELECTRICAL SERVICES	31666	49823.41	157	189996	243906.16	128	.00	380000	136093.84	64
50	04	HEATING SERVICES	291	.00	0	1746	372.49	21	.00	3500	3127.51	11
50	08	TELECOMMUNICATIONS	1000	666.90	67	6000	4619.87	77	.00	12000	7380.13	39
50	10	PROPERTY INSURANCE	833	3015.00	362	4998	9045.00	181	.00	10000	955.00	91
50	12	MOTOR VEHICLE INSURANCE	208	625.00	301	1248	1875.00	150	.00	2500	625.00	75
50	18	GENERAL LIABILITY INSUR	458	1375.00	300	2748	4125.00	150	.00	5500	1375.00	75
50	24	SUBSISTANCE & LODGING	83	.00	0	498	810.62	163	.00	1000	189.38	81
50	26	CONVENTIONS & EDUCATIONS	250	295.00	118	1500	1518.74	101	.00	3000	1481.26	51
50	28	DUES & ASSOC MEMBERSHIPS	41	.00	0	246	.00	0	.00	500	500.00	0
50	30	REFUNDS	62	.00	0	372	.00	0	.00	750	750.00	0
50	32	MISCELLANEOUS	62	60.00	97	372	60.00	16	.00	750	690.00	8
50	64	SAMPLE TESTING	916	.00	0	5496	325.00	6	.00	11000	10675.00	3
50	66	FEES PAID TO COMMONWEALTH	858	.00	0	5148	10225.00	199	.00	10300	75.00	99
50	67	SAMPLE TESTING / IN HOUSE	583	.00	0	3498	3249.46	93	.00	7000	3750.54	46
50	68	PROFESSIONAL LICENSES	125	.00	0	750	.00	0	.00	1500	1500.00	0
50	90	EOP ENVIRON. SAMPLING	416	.00	0	2496	.00	0	.00	5000	5000.00	0
50	**	OTHER CHARGES	37852	55860.31	148	227112	280132.34	123	.00	454300	174167.66	62
60		MATERIALS & SUPPLIES										
60	02	OFFICE SUPPLIES	500	.00	0	3000	1124.77	38	.00	6000	4875.23	19
60	04	REPAIRS & MAINTENANCE	5833	23.15	0	34998	12621.80	36	.00	70000	57378.20	18
60	06	FUELS & LUBRICANTS	2083	518.22	25	12498	5666.23	45	.00	25000	19333.77	23
60	08	VEHICLE / EQUIP R&M	583	6.18	1	3498	1313.31	38	.00	7000	5686.69	19
60	10	UNIFORMS	583	217.53	37	3498	2698.61	77	.00	7000	4301.39	39
60	11	SAFETY EQUIP & PROGRAMS	416	.00	0	2496	1224.21	49	.00	5000	3775.79	25
60	14	OTHER OPERATING SUPPLIES	6833	21.58	0	40998	21615.92	53	.00	82000	60384.08	26

FUND 050 WATER & SEWER FUND DEPT/DIV 5101 SEWER DEPARTMENT/OPERATIONS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
702			SEWER										
	60	24	SMALL TOOLS	125	.00	0	750	12.35	2	.00	1500	1487.65	1
	60	50	LABORATORY TEST EQUIP	2500	.00	0	15000	8180.22	55	.00	30000	21819.78	27
	60	**	MATERIALS & SUPPLIES	19456	786.66	4	116736	54457.42	47	.00	233500	179042.58	23
	70		TRANSFER OUT										
	70	05	TO RESERVES	8393	.00	0	50358	.00	0	.00	100720	100720.00	0
	70	**	TRANSFER OUT	8393	.00	0	50358	.00	0	.00	100720	100720.00	0
	90		DEBT SERVICE										
	90	02	PRINCIPAL	10337	.00	0	62022	127138.27	205	.00	124050	3088.27-	103
	90	04	INTEREST	2220	.00	0	13320	23541.64	177	.00	26640	3098.36	88
	90	**	DEBT SERVICE	12557	.00	0	75342	150679.91	200	.00	150690	10.09	100
	91		DEBT SERVICE-2020A										
	91	02	PRINCIPAL	6560	.00	0	39360	.00	0	.00	78720	78720.00	0
	91	04	INTEREST	5044	.00	0	30264	30265.06	100	.00	60530	30264.94	50
	91	**	DEBT SERVICE-2020A	11604	.00	0	69624	30265.06	44	.00	139250	108984.94	22
	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	34680.88	0	.00	0	34680.88-	0
	92	**	DEBT SERVICE-SERIES 2022	0	.00	0	0	108480.88	0	.00	0	108480.88-	0
702	**	**	SEWER	157680	108839.61	69	946080	937665.11	99	300.00	1892330	954364.89	50
70	**	**	UTILITIES	157680	108839.61	69	946080	937665.11	99	300.00	1892330	954364.89	50
DIV	5101		TOTAL ******* OPERATIONS	157680	108839.61	69	946080	937665.11	99	300.00	1892330	954364.89	50

FUND 050 WATER & SEWER FUND — DEPT/DIV 5102 SEWER DEPARTMENT/PUMP STATION

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
705			RIVERVIEW PUMP STATION										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1083	1333.61	123	6498	5393.78	83	.00	13000	7606.22	42
	50	08	TELECOMMUNICATIONS	83	69.61	84	498	407.97	82	.00	1000	592.03	41
	50	**	OTHER CHARGES	1166	1403.22	120	6996	5801.75	83	.00	14000	8198.25	41
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	833	.00	0	4998	.00	0	.00	10000	10000.00	0
	60	**	MATERIALS & SUPPLIES	833	.00	0	4998	.00	0	.00	10000	10000.00	0
705	**	**	RIVERVIEW PUMP STATION	1999	1403.22	70	11994	5801.75	48	.00	24000	18198.25	24
70	**	**	UTILITIES	1999	1403.22	70	11994	5801.75	48	.00	24000	18198.25	24
DIV	5102		TOTAL ******* PUMP STATION	1999	1403.22	70	11994	5801.75	48	.00	24000	18198.25	24

FUND 050 WATER & SEWER FUND — DEPT/DIV 5110 SEWER DEPARTMENT/SEWER CAPITAL OUTLAY

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
702			SEWER										
	81		CAPITAL OUTLAY - REPLACE										
	81	02	VEHICLE REPLACEMENT	7708	.00	0	46248	.00	0	.00	92500	92500.00	0
	81	06	MACHINERY & EQUIPMENT	12916	38685.25	300	77496	53304.21	69	.06-	155000	101695.85	34
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	349840.00	0	349840.00-	0
	81	40	ELECTRICAL	0	.00	0	0	62750.00	0	.00	0	62750.00-	0
	81	**	CAPITAL OUTLAY - REPLACE	20624	38685.25	188	123744	116054.21	94	349839.94	247500	218394.15-	188
	82		CAPITAL OUTLAY - NEW										
	82	06	MACHINERY & EQUIPMENT	4166	.00	0	24996	.00	0	.00	50000	50000.00	0
	82	20	SEWER SYSTEM	433333	.00	0	2599998	27000.00	1	.00	5200000	5173000.00	1
	82	**	CAPITAL OUTLAY - NEW	437499	.00	0	2624994	27000.00	1	.00	5250000	5223000.00	1
702	**	**	SEWER	458123	38685.25	8	2748738	143054.21	5	349839.94	5497500	5004605.85	9
70	**	**	UTILITIES	458123	38685.25	8	2748738	143054.21	5	349839.94	5497500	5004605.85	9
DIV	5110		TOTAL ******* SEWER CAPITAL OUTLAY	458123	38685.25	8	2748738	143054.21	5	349839.94	5497500	5004605.85	9
DEPT	51		TOTAL ******* SEWER DEPARTMENT	617802	148928.08	24	3706812	1086521.07	29	350139.94	7413830	5977168.99	19

FUND 050 WATER & SEWER FUND DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
71			DISTRIBUTION & COLLECTION										
711			DISTRIBUTION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	11545	7340.74	64	69270	42121.28	61	.00	138540	96418.72	30
	10	04	OVERTIME	275	260.09	95	1650	494.64	30	.00	3300	2805.36	15
	10	**	SALARIES AND WAGES	11820	7600.83	64	70920	42615.92	60	.00	141840	99224.08	30
	20		BENEFITS										
	20	02	FICA	870	512.20	59	5220	3039.96	58	.00	10450	7410.04	29
	20	04	VA RETIREMENT SYSTEM	1184	306.50	26	7104	1839.00	26	.00	14210	12371.00	13
	20	06	GROUP MEDICAL INSURANCE	2120	1585.20	75	12720	8343.30	66	.00	25450	17106.70	33
	20	08	GROUP LIFE INSURANCE	149	89.27	60	894	574.31	64	.00	1790	1215.69	32
	20	18	VRS HYBRID EMPLOYER CONTR	0	342.82	0	0	2340.82	0	.00	0	2340.82-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	59.56	0	0	394.09	0	.00	0	394.09-	0
	20	**	BENEFITS	4323	2895.55	67	25938	16531.48	64	.00	51900	35368.52	32
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	250	.00	0	1500	191.25	13	.00	3000	2808.75	6
	30	16	PHYSICALS	25	87.48	350	150	87.48	58	.00	300	212.52	29
	30	30	GIS MAPPING UPDATES	416	20.84	5	2496	104.11	4	.00	5000	4895.89	2
	30	**	CONTRACTUAL SERVICES	691	108.32	16	4146	382.84	9	.00	8300	7917.16	5
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	25	20.84	83	150	178.31	119	.00	300	121.69	59
	50	24	SUBSISTANCE & LODGING	41	.00	0	246	32.84	13	.00	500	467.16	7
	50	26	CONVENTIONS & EDUCATIONS	66	.00	0	396	167.00	42	.00	800	633.00	21
	50	65	METER TESTING/REPLACEMENT	1250	.00	0	7500	685.20	9	.00	15000	14314.80	5
	50	76	MISS UTILITY	54	29.15	54	324	384.98	119	.00	650	265.02	59
	50	**	OTHER CHARGES	1436	49.99	4	8616	1448.33	17	.00	17250	15801.67	8
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	66	.00	0	396	97.74	25	.00	800	702.26	12
	60	04	REPAIRS & MAINTENANCE	4166	1719.47	41	24996	29005.76	116	1198.68	50000	19795.56	60
	60	06	FUELS & LUBRICANTS	775	548.20	71	4650	2373.55	51	.00	9300	6926.45	26
	60	08	VEHICLE & EQUIP R&M	1125	144.00	13	6750	1214.70	18	.00	13500	12285.30	9
	60	10	UNIFORMS	216	45.80	21	1296	515.36	40	.00	2600	2084.64	20
	60	11	SAFETY EQUIP & PROGRAMS	108	.00	0	648	.00	0	.00	1300	1300.00	0
	60	25	SMALL EQUIPMENT	116	.00	0	696	183.39	26	.00	1400	1216.61	13
	60	**	MATERIALS & SUPPLIES	6572	2457.47	37	39432	33390.50	85	1198.68	78900	44310.82	44
711	**	**	DISTRIBUTION	24842	13112.16	53	149052	94369.07	63	1198.68	298190	202622.25	32
712			COLLECTION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	11545	7340.75	64	69270	39039.29	56	.00	138540	99500.71	28
	10	04	OVERTIME	275	260.08	95	1650	494.61	30	.00	3300	2805.39	15
	10	**	SALARIES AND WAGES	11820	7600.83	64	70920	39533.90	56	.00	141840	102306.10	28

FUND 050 WATER & SEWER FUND DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
71			DISTRIBUTION & COLLECTION										
712			COLLECTION										
	20		BENEFITS										
	20	02	FICA	870	512.13	59	5220	2803.76	54	.00	10450	7646.24	27
	20	04	VA RETIREMENT SYSTEM	1184	306.50	26	7104	1839.00	26	.00	14210	12371.00	13
	20	06	GROUP MEDICAL INSURANCE	2120	1585.20	75	12720	8343.30	66	.00	25450	17106.70	33
	20	08	GROUP LIFE INSURANCE	149	89.21	60	894	536.77	60	.00	1790	1253.23	30
	20	18	VRS HYBRID EMPLOYER CONTR	0	342.80	0	0	2072.86	0	.00	0	2072.86-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	59.54	0	0	366.26	0	.00	0	366.26-	0
	20	**	BENEFITS	4323	2895.38	67	25938	15961.95	62	.00	51900	35938.05	31
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	125	.00	0	750	941.25	126	.00	1500	558.75	63
	30	16	PHYSICALS	25	87.48	350	150	87.48	58	.00	300	212.52	29
	30	26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	282	284.58	101	.00	570	285.42	50
	30	30	GIS MAPPING UPDATES	416	20.83	5	2496	104.06	4	.00	5000	4895.94	2
	30	**	CONTRACTUAL SERVICES	613	155.74	25	3678	1417.37	39	.00	7370	5952.63	19
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	33	20.83	63	198	178.26	90	.00	400	221.74	45
	50	24	SUBSISTANCE & LODGING	41	.00	0	246	32.84	13	.00	500	467.16	7
	50	26	CONVENTIONS & EDUCATIONS	66	.00	0	396	40.00	10	.00	800	760.00	5
	50	76	MISS UTILITY	58	29.15	50	348	384.98	111	.00	700	315.02	55
	50	**	OTHER CHARGES	198	49.98	25	1188	636.08	54	.00	2400	1763.92	27
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	68	.00	0	408	.00	0	.00	820	820.00	0
	60	04	REPAIRS & MAINTENANCE	3750	1040.01	28	22500	11223.18	50	.00	45000	33776.82	25
	60	06	FUELS & LUBRICANTS	775	548.20	71	4650	2373.55	51	.00	9300	6926.45	26
	60	08	VEHICLE & EQUIP R&M	1058	628.84	59	6348	1321.43	21	.00	12700	11378.57	10
	60	10	UNIFORMS	208	45.80	22	1248	515.45	41	.00	2500	1984.55	21
	60	11	SAFETY EQUIP & PROGRAMS	108	.00	0	648	.00	0	.00	1300	1300.00	0
	60	25	SMALL EQUIPMENT	108	.00	0	648	114.99	18	.00	1300	1185.01	9
	60	**	MATERIALS & SUPPLIES	6075	2262.85	37	36450	15548.60	43	.00	72920	57371.40	21
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	833	.00	0	4998	.00	0	.00	10000	10000.00	0
	81	**	CAPITAL OUTLAY - REPLACE	833	.00	0	4998	.00	0	.00	10000	10000.00	0
712	**	**	COLLECTION	23862	12964.78	54	143172	73097.90	51	.00	286430	213332.10	26
71	**	**	DISTRIBUTION & COLLECTION	48704	26076.94	54	292224	167466.97	57	1198.68	584620	415954.35	29
DIV	5201		TOTAL ******* OPERATIONS	48704	26076.94	54	292224	167466.97	57	1198.68	584620	415954.35	29
DEPT	52		TOTAL ******* DISTRIBUTION & COLLECTION	48704	26076.94	54	292224	167466.97	57	1198.68	584620	415954.35	29

FUND 050 WATER & SEWER FUND DEPT/DIV 9104 NON DEPARTMENT/DEBT SERVICE

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
701			WATER										
	90		DEBT SERVICE										
	90	02	PRINCIPAL	1350	.00	0	8100	.00	0	.00	16200	16200.00	0
	90	04	INTEREST	1250	.00	0	7500	.00	0	.00	15000	15000.00	0
	90	**	DEBT SERVICE	2600	.00	0	15600	.00	0	.00	31200	31200.00	0
701	**	**	WATER	2600	.00	0	15600	.00	0	.00	31200	31200.00	0
70	**	**	UTILITIES	2600	.00	0	15600	.00	0	.00	31200	31200.00	0
DIV	9104		TOTAL ******* DEBT SERVICE	2600	.00	0	15600	.00	0	.00	31200	31200.00	0
DEPT	91		TOTAL ******* NON DEPARTMENT	2600	.00	0	15600	.00	0	.00	31200	31200.00	0
FUND 050			TOTAL ********* WATER & SEWER FUND	1205136	512864.18	43	7230816	3235521.17	45	375547.38	14462361	10851292.45	25

FUND 060 AGENCY / DONATION FUND DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
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

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
80			NON DEPARTMENT										
805			ACQUIRE RENOVATE SELL PRG										
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	0	50116.66	0	0	232103.74	0	13945.00	0	246048.74-	0
	30	**	CONTRACTUAL SERVICES	0	50116.66	0	0	232103.74	0	13945.00	0	246048.74-	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	50116.66	0	0	232114.09	0	13945.00	0	246059.09-	0
80	**	**	NON DEPARTMENT	0	50116.66	0	0	232114.09	0	13945.00	0	246059.09-	0
DIV	7501		TOTAL *******										
			ACQUIRE RENOVATE SELL PRG	0	50116.66	0	0	232114.09	0	13945.00	0	246059.09-	0
DEPT	75		TOTAL *******										
			ACQUIRE RENOVATE SELL PRJ	0	50116.66	0	0	232114.09	0	13945.00	0	246059.09-	0
FUND 070			TOTAL *********										
			COMMUNITY IMPROV FUND	0	50116.66	0	0	232114.09	0	13945.00	0	246059.09-	0

FUND 090 CEMETERY FUND DEPT/DIV 0000

BA SUB	ELE	OBJ SUB	ACCOUNT DESCRIPTION	CURRENT BUDGET	CURRENT ACTUAL	CURRENT %EXP	YEAR-TO-DATE BUDGET	YEAR-TO-DATE ACTUAL	YEAR-TO-DATE %EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
603			CEMETERY										
	10		SALARIES AND WAGES										
	10	02	REGULAR	1250	1982.91	159	7500	5113.84	68	.00	15000	9886.16	34
	10	04	OVERTIME	125	137.90	110	750	151.54	20	.00	1500	1348.46	10
	10	**	SALARIES AND WAGES	1375	2120.81	154	8250	5265.38	64	.00	16500	11234.62	32
	20		BENEFITS										
	20	02	FICA	108	137.32	127	648	343.40	53	.00	1300	956.60	26
	20	04	VA RETIREMENT SYSTEM	133	.00	0	798	.00	0	.00	1600	1600.00	0
	20	06	GROUP MEDICAL INSURANCE	208	314.77	151	1248	862.79	69	.00	2500	1637.21	35
	20	08	GROUP LIFE INSURANCE	16	28.56	179	96	73.82	77	.00	200	126.18	37
	20	18	VRS HYBRID EMPLOYER CONTR	0	189.71	0	0	468.26	0	.00	0	468.26-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	37.37	0	0	112.89	0	.00	0	112.89-	0
	20	**	BENEFITS	465	707.73	152	2790	1861.16	67	.00	5600	3738.84	33
	30		CONTRACTUAL SERVICES										
	30	36	MOWING CONTRACT	2916	.00	0	17496	16000.00	91	.00	35000	19000.00	46
	30	**	CONTRACTUAL SERVICES	2916	.00	0	17496	16000.00	91	.00	35000	19000.00	46
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	833	824.00	99	4998	1132.37	23	.00	10000	8867.63	11
	60	60	OPENING/CLOSING GRAVES	208	650.00	313	1248	650.00	52	.00	2500	1850.00	26
	60	**	MATERIALS & SUPPLIES	1041	1474.00	142	6246	1782.37	29	.00	12500	10717.63	14
	70		TRANSFER OUT										
	70	01	TO CEMETERY RESERVE	2270	.00	0	13620	.00	0	.00	27250	27250.00	0
	70	**	TRANSFER OUT	2270	.00	0	13620	.00	0	.00	27250	27250.00	0
603	**	**	CEMETERY	8067	4302.54	53	48402	24908.91	52	.00	96850	71941.09	26
60	**	**		8067	4302.54	53	48402	24908.91	52	.00	96850	71941.09	26
DIV	0000		TOTAL *******	8067	4302.54	53	48402	24908.91	52	.00	96850	71941.09	26
DEPT	00		TOTAL *******	8067	4302.54	53	48402	24908.91	52	.00	96850	71941.09	26
FUND 090			TOTAL ********* CEMETERY FUND	8067	4302.54	53	48402	24908.91	52	.00	96850	71941.09	26
GRAND			TOTAL *********	1786260	1026219.39	58	10717560	6617895.43	62	585366.02	21436971	14233709.55	34

Town of Altavista
Investment and Deposit Totals
Balance as of December 31, 2023

General Fund Reserves			
Money Market Account		4,186,797.34	
Certificate of Deposit		0.00	
LGIP		9,304,766.27	
	Sub-Total		$ 13,491,563.61
Enterprise Fund Reserves			
Money Market Account		3,023,241.09	
Certificate of Deposit			
LGIP		2,738,776.40	
	Sub-Total		$ 5,762,017.49
Highway Fund			
Money Market Account		57,350.00	
Certificate of Deposit		0.00	
LGIP		1,078,111.23	
	Sub-Total		$ 1,135,461.23
Green Hill Cemetery			
Money Market Account		32,283.33	
Certificate of Deposit		738,276.67	
LGIP		82,740.38	
	Sub-Total		$ 853,300.38
AEDA			
Money Market Account		0.00	
Certificate of Deposit		0.00	
LGIP		246,460.47	
	Sub-Total		$ 246,460.47
Federal Forfeiture Account			$0.00
State Forfeiture Account			$7,962.01
Operating Cash Account			$ 4,668,433.43
Grand Total Investments and Deposits			$ 26,165,198.62
Designated Balance			$ 17,791,509.68
Undesignated Balance			$ 8,373,688.94

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 $35,000 (website and marketing)	6,240.00
Earmarked for AOT No Interest Loan Program - Grant (5/11/21)	15,821.44
"Pop-Up" Altavista Funding - Downtown Business Invest Grant	2,764.12
Funds carried over for projects not completed during prior FY	573,195.31
ARPA Funding - 1st Tranche & 2nd Tranche	2,805,847.17
CIP Items Earmarked for Future Purchase	356,370.00
Park Improvements	11,300.00
AVOCA Maintenance Funds	21,127.79
Proceeds from sale of Armory	212,826.00
Theater Transfer In FY2022 Budget	983,770.00
EARMARKED FUNDS	**$ 10,879,892.16**

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
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

CONSENT AGENDA
Title: Town Council - Meeting Minutes
Staff Resource: Crystal Hailey, Asst. 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:
- December 12th Regular Meeting
- There are no work sessions in December

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. Town Council RM Minutes 12.12.23.pdf

Altavista Town Council Regular Meeting – December 12, 2023

The Altavista Town Council held their December 2023 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, December 12th, at 6pm.

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

Council 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, Treasurer/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

Reverend Alden Gallimore, First Baptist Church of Altavista, delivered the Invocation. After the Invocation, Mayor Mattox led the meeting in the Pledge of Allegiance to the US Flag.

2. Agenda Adoption

Mayor Mattox asked Council if they had questions regarding the agenda; there were none.

Councilman Wayne Mitchell motioned to approve the December 12, 2023, Meeting Agenda as presented; Councilman Tracy Emerson seconded the motion, and it was unanimously approved.

3. Recognitions and Presentations
   - Altavista Police Department (APD)
     Chief Tommy Merricks and Deputy Chief Kenneth Moorefield swore in a new APD Police Officer, Jacklynn Goyne.
   - Town of Altavista Personnel Changes – November 2023:
     - Milestones: none
     - New Hire: Evan Gibson, Public Works-Buildings & Grounds
     - Departures: none

4. Citizen's Time

There were no citizen comments on this date.

5. Town & Community Partner Updates

Avoca Museum's Executive Director Caleb Lafoon presented Council with an overview of Avoca's 2023 activities and events. He said tours of Avoca and event attendance had risen to the highest numbers seen since before the COVID pandemic, and membership was steadily increasing as well.

Mr. Lafoon then shared Avoca's 2024-2027 Strategic Plan, that included upcoming CIP items for continuing restoration efforts, and updating and enlarging existing exhibits. He said that he would continue seeking grant opportunities to assist Avoca with these efforts.

Mr. Lafoon stated that Avoca was working to build a network of resources with other regional museums, such as Poplar Forest and Red Hill; and he also hoped to expand Avoca's partnerships with local colleges, for education, programming, and intern opportunities with the museum.

Mr. Lafoon said Avoca would continue to look for additional financial resources (grants and private funding) that would help the museum become more self-sufficient and ensure long-term sustainability.

Mr. Lafoon referenced a set of architectural plans, dated 1998, that were recently found in storage at Avoca. He stated, as part of Avoca's new Strategic Plan, they look to expand the visitor's center/gift shop, which he believed had been needed for a long time, since there was also mention of expansion in the aforementioned old plans.

Mr. Lafoon said that Avoca was having a feasibility study done for such an expansion, to explore options and gather cost information; and that he would present Council with the results of the study.

Councilman Tim George asked, since there was no designated office at Avoca at that time, would an expansion include an office, or offices.

Mr. Lafoon said that the old (1998) plans showed that concept, but the current Board would be exploring all available options before making any permanent decisions.

Councilman Higginbotham asked how many weddings Avoca hosted that year (2023).

Mr. Lafoon stated that Avoca hosted seven (7) weddings and six (6) private events in 2023; however, he and the Avoca Board were looking at ways to increase those numbers, as a way to help finance the museums operational costs.

Mayor Mattox said that he was impressed with the museum's growth over the past year, and thanked Mr. Lafoon for his hard work and dedication to the Altavista community.

Vice Mayor Bennett asked if Avoca membership had decreased since COVID or held steady.

Mr. Lafoon said that the number of memberships had been slowing increasing, and was currently at one-hundred and sixty-seven (167) active members.

Mr. Bennett referenced a couple other event venues new to the immediate area, Southern Granary and Senica Lake, and asked if Avoca's number of events had been effected by the competition.

Mr. Lafoon said that he believed they had, mainly due to the fact that Avoca did not have an inside "space" for events. He stated that Avoca's desired expansion would accommodate that need, and subsequently increase revenue for the museum.

Councilman Emerson shared that he attended a couple of Avoca's most recent events and stated that he was impressed with everything that Avoca does. He referenced the aforementioned expansion and reminded Mr. Lafoon that any additions needed to be in line with the original architecture and color scheme; to which Mr. Lafoon concurred.

Councilman Mitchell asked if Avoca had a marketing strategy to increase membership.

Mr. Lafoon said that, until recently, marketing was mostly done with Altavista's local radio and newspaper media outlets. He informed Council that Avoca's current Strategic Plan included a more detailed marketing strategy, which included social media, to help grow awareness of the Avoca Museum, and to increase memberships. He said, in his tenure as Executive Director, Facebook followers had increased from 1,100 to 3,200 followers.

Councilman Mitchell referenced Mr. Lafoon's mention of Avoca becoming self-sufficient and asked if the Avoca Board were thinking of owning the property, instead of the Town; to which Mr. Lafoon said that the Board had not discussed the notion.

Councilman Higginbotham referenced several local colleges

Mr. Lafoon stated that Avoca previously had interns from Liberty and Sweetbriar Universities in Lynchburg, and Hollands University in Roanoke, but not others. He said that he would continue to seek partnerships with other local colleges.

Mayor Mattox stated that he could see positive growth happening at Avoca. He thanked Mr. Lafoon for his hard work and contributions to that growth and the Avoca Board for continued success.

6. <u>Consent Agenda</u>

- TOA Monthly Financial Reports - November 2023
- Meeting Minutes – Town Council's November Regular Meeting and Work Session
- Altavista Town Council 2024 Meeting Schedule
- Altavista's FY2023 Financial Report
- Avoca Maintenance Fund – CIP Adjustment

Upon a motion by Councilman Wayne Mitchell, seconded by Councilman Tracy Emerson, Town Council voted unanimously to approve the December 12th Consent Agenda as presented.

7. Public Hearing

   There were no public hearings held on this date.

8. New Business

   Altavista Community Transit System (ACTS) Budget Review

   Assistant Town Manager Matt Perkins presented Town Council with a draft proposal for ACTS's FY2025 Budget and Capital Improvement Plan (CIP). He reminded Council that this item was delivered earlier than other departmental budgets, due to the deadline in which transit applications were required to be submitted to the DRPT (February 1st) for funding consideration.

   Councilman Mitchell asked if there were any significant changes from the previous year's budget.

   Mr. Perkins stated the FY2025 proposed budget had an overall increase of 7%. He said it included increases in some areas, and a decrease in maintenance costs due to having two new buses.

   Councilman Mitchell made a motion, seconded by Councilman Emerson, and Town Council approved the proposed ACTS FY2025 Budget/CIP as presented.

9. Unfinished Business

   Vista`/Leggett Project – continued discussion

   Project Consultant Robert Lee presented Council with some of the required "first steps" for the Vista/Leggett Project, that included lighting the store fronts, cleaning the terrazzo entrances, reviewing insurance options, and safety sprinkler requirements.

   Mr. Lee also shared some "second steps" for the project, which included setting up an LLC entity, and investigating what opportunities were available for grant funding. He said one of the Town's next steps was also to determine how the project's main concerns would be phased (roof, abatement, demolition, facades, etc.).

   Mr. Lee then shared a design concept composed of elements favored by Council from the three options recently presented by CMJW. He said, if Council approved, he would gather a cost estimate for each element and deliver it to Council at a future meeting; to which Council concurred.

   Mr. Lee also reminded Council that the Town still needed to decide whether the theatre would have a flat floor with movable seating, or a sloped floor with fixed seating. He suggested the Town form a design committee to work on some of the details of this project; reporting to Council through the process.

   Town Manager Gary Shanaberger stated, if Council was in consensus to form a design committee for the Vista/Leggett Project, it would consist of representatives from Town Council, the AEDA, Town Staff, and would include Mr. Lee. Councilman Emerson and Councilman George volunteered, and were approved by Council for the aforementioned committee.

   Councilman Lowman stated that he believed fixing the roofs of the two buildings was one of the first items that needed to be addressed, to which Council and Mr. Lee concurred.

   With no further questions or comments from Town Council, Mayor Mattox thanked Robert Lee for his work with the Town on the Vista/Leggett Project.

10. Town Staff Departmental Reports and Project Updates – November 2023

    - TOA Finance Reports
    - Utilities – Project Updates
    - Public Services Monthly Report
    - Community Development Report
    - Altavista Police Department Reports
    - 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.

- Altavista Public Services Director Tom Fore stated the Town currently had forty-seven active projects. He said that five of the major CIP projects over the past three years had been completed, including the Melinda Pressure Tank Project, which had been operating up-to-speed for the past six months.

  Mr. Fore informed Council that Public Services (Public Works, Utilities, etc.) was presently fully staffed. He then reminded Town Council of the Employee Luncheon on Friday, December 15th, from 11am -2pm, and invited everyone to attend.

- Altavista's Business & Community Engagement Coordinator, Autumn Evans, presented Council with updates on the Spark Innovation Center and its most recent activities. She also shared a brief overview of upcoming events; which included a "Boost Your Business" series for small businesses, starting in January, to help with marketing, finance, retail hospitality, and leadership. This class series was made possible with a $57,000 grant from the DHCD.

  Assistant Town Manager Matt Perkins stated that Mrs. Evans' background brought a lot of knowledge needed by small businesses, and informed Council that she facilitated one of the recent classes held at the Spark Center (marketing).

11. Matters from Council

- Councilman Tim George referenced two of the Town's water tanks, one on Bedford Avenue and one on Clarion Road, and stated that he thought the exteriors were dirty and needed cleaning.

  Public Services Director Tom Fore informed Council that both tanks were scheduled for upcoming cleaning of the exterior. He stated that the current paint contract did not include maintenance/cleaning, but he assured Council that the next contract would include cleaning on an annual basis.

- Councilman Tracy Emerson shared his favor with the Leggett building display windows being decorated for Christmas, and being done before the Christmas parade, so that citizens could enjoy the scenery.

  Director of Administration Tobie Shelton shared names of the Office Staff that contributed to decorating the windows: Samantha Crouch, Cheryl Dudley, Crystal Hailey, Mary Hall, and Sharon Rowland. She also thanked Public Works for assisting with the lighting.

- Councilman Wayne Mitchell referenced the "Deck the Heels" 5K event held on Saturday, December 9th, hosted by the Claire Parker Foundation. He said there was room for growth, but the 2023 event was successful, and had the most participants since the event began six years ago. He thanked the Public Works Staff that helped with the event.

12. Closed Session

There were none scheduled for this meeting.

13. Adjournment

With no further items for discussion, Mayor Mattox adjourned this meeting at 7:31pm.

____
Michael Mattox, Mayor

____
Gary Shanaberger, Town Manager/Town Clerk

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 9.A

NEW BUSINESS
Title: FY 2025 Budget Calendar
Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Approve the requested amendment to the FY 2025 Budget Calendar.

Explanation:

Based on the adopted budget calendar, Council is to receive the proposed FY 2025 operations budget on Tuesday, January 9th. Due to not having all the information needed to present the FY 2025 operational budget, Staff is asking you to consider amending the date to Tuesday, January 23rd. This will not disrupt the budget process.

Background:

The budget development calendar details the internal schedule of the various tasks that need to take place, on a monthly basis, in order to prepare and adopt the Fiscal Year Budget.

Funding Source(s):

N/A

Attachments: *(click item to open)*

Attachment 1. FY 2025 Budget Calendar with Requested Amendment

November	1			Begin revenue forecasts, instruct department managers to assess where we are in the current year, begin planning/researching FY 2025 operation requests; distribute budget papers to department managers
December	1	Friday		Department's operation requests due; Continue revenue forecasts
December	4	Monday		Begin CIP Process - DH make changes and additions; Send email to Council requesting wants/needs to meet goals
January	2	Tuesday		Written requests from outside agencies and non-profits due
January	5	Friday		Department's and Council's CIP requests due
January	~~9~~ **23**	Tuesday	6:00 p.m.	Council receives draft operations document w revenue
January	23	Tuesday	5:00 p.m.	Outside agencies/non-profits requesting funding should attend Council Work Session
February	13	Tuesday	6:00 p.m.	Budget discussions on CIP, COLA, and utility rates
February	27	Tuesday	5:00 p.m.	Council budget discussion
February	28	Wednesday	5:00 p.m.	Continuation of Work Session (if needed to discuss budget)
March	26	Tuesday	5:00 p.m.	Council budget discussion
March	27	Wednesday	5:00 p.m.	Continuation of Work Session (if needed to discuss budget)
April	9	Tuesday	6:00 p.m.	First reading of Budget/Designate Public Hearing for May 14th
April	17	Tuesday		First Public Hearing Advertisement
April	24	Tuesday		Second Public Hearing Advertisement
May	14	Tuesday	6:00 p.m.	Public Hearing on the FY 2025 Budget
June	11	Tuesday	6:00 p.m.	Council meeting to approve FY 2025 Budget

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 9.B

NEW BUSINESS
Title: Request to declare 4 APD vehicles surplus.
Staff Resource: APD Chief, Tommy Merricks

Action(s):

Council can approve , deny or table request

Explanation:

The new police vehicles that were procured under a grant from DCJS have been outfitted and put online. Chief Merricks is asking Council to declare the following vehicles as surplus: 974 (2015 Ford Explorer), 507 (2017 Explorer), 524 (2018 Ford Explorer), and 543 (2019 Ford Explorer). They will be advertised and sold at auction on GOVDEALS.com; as well as the equipment on the vehicles (old radios lights etc.).

Background:

These vehicles have exceeded their usefulness to the Town and it is requested to sell them at online auction.

Funding Source(s):

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 9.C

NEW BUSINESS
Title: Review of Special Event Permit
Staff Resource: Matt Perkins, Assistant Town Manager

Action(s):

Council Approval of the Special Event Permit

Explanation:

Abbott Nutrition has submitted a Special Event Permit to host a 5k Run/Walk, the "Abbott Dash for Frannie's House", and is seeking Council approval to hold the event at English Park.

Background:

Abbott Nutrition's Special Event Permit Application, and Booker Building Reservation, has been submitted and accepted by the Town's Community Development Department. Similar to other 5k walk/runs fundraisers, Abbott Nutrition is planning to host this 5k run/walk to raise awareness and funding for Frannie's House, a local non-profit. The event is planned to take place on March 30, 2024 at English Park and using both the Booker Building for event activities and the Park's trail system. They expect about 150 participants and raise funds through race registration fees. The run/walk will be managed by Abbott through their own network of volunteers. They are not requesting the Park, or any portion thereof, to be closed, will have event insurance coverage, and are not requesting any Town funding or resources. Town Staff does not anticipate any scheduling conflicts with other events/activities or English Park's usage by the citizens of, or visitors to, the Town of Altavista.

Funding Source(s):

None

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 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:

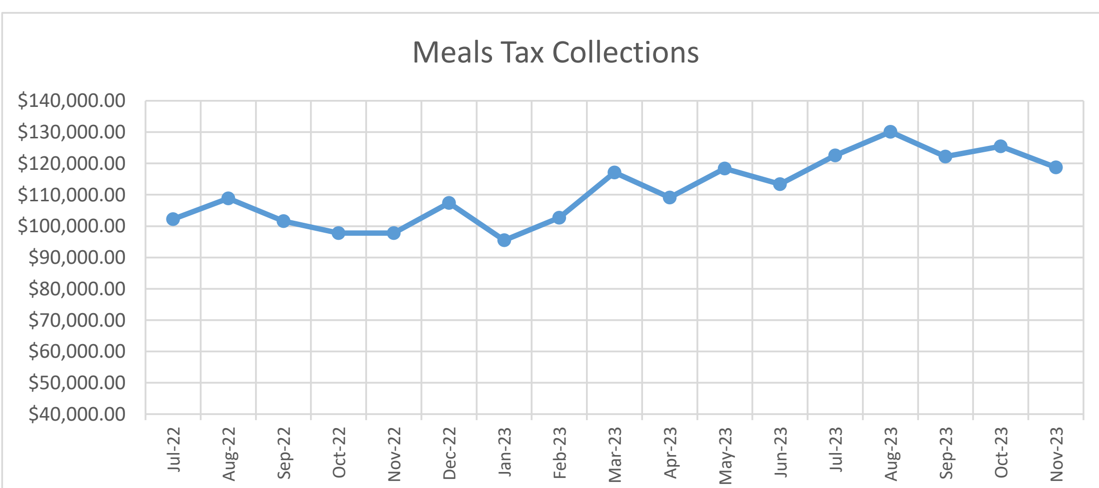
Funding Source(s):

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
Aug-22	$108,874.52		YTD TOTAL (FY)
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*	*$508,307.90*
Mar-23	$117,127.88	*FY2024*	*$619,214.68*
Apr-23	$109,165.49	+/-	$110,906.78
May-23	$118,399.94		
Jun-23	$113,397.74	*Budgeted:*	*$1,320,000*
Jul-23	$122,590.49	+/-	-$700,785.32
Aug-23	$130,076.20	*% of Budget*	46.91%
Sep-23	$122,246.91		
Oct-23	$125,514.09		
Nov-23	$118,786.99		
Dec-23			
Jan-24			
Feb-24			
Mar-24			
Apr-24			
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	$21,137
Aug-23	$19,671
Sep-23	$24,839
Oct-23	$0
Nov-23	
Dec-23	
Jan-24	
Feb-24	
Mar-24	
Apr-24	
May-24	
Jun-24	

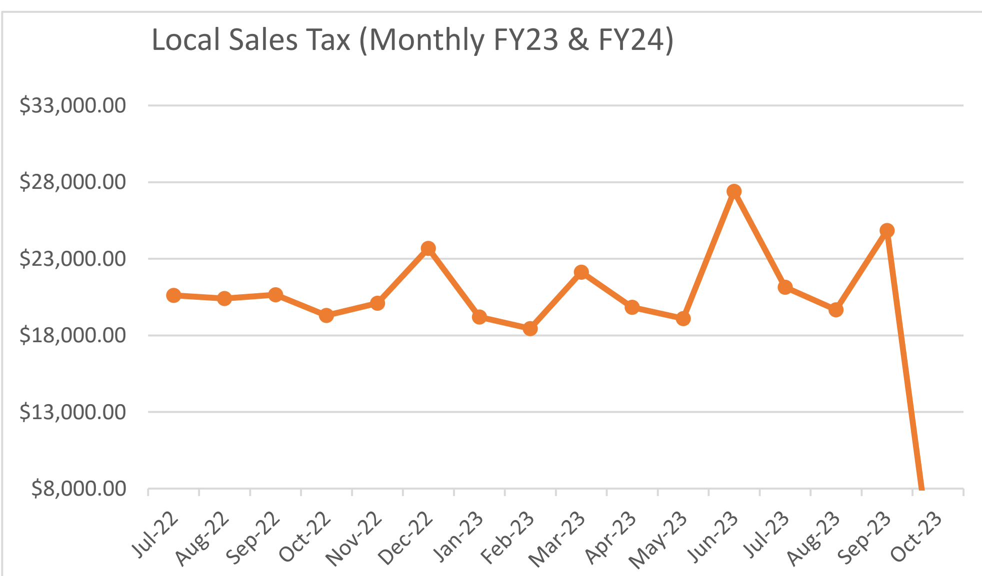
YTD TOTAL (FY)

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

MTD TOTAL (FY)

FY2023	$80,989
FY2024	$65,647
+/-	-$15,342
Budgeted:	***$240,000***
+/-	$174,353
% of Budget	*27.35%*

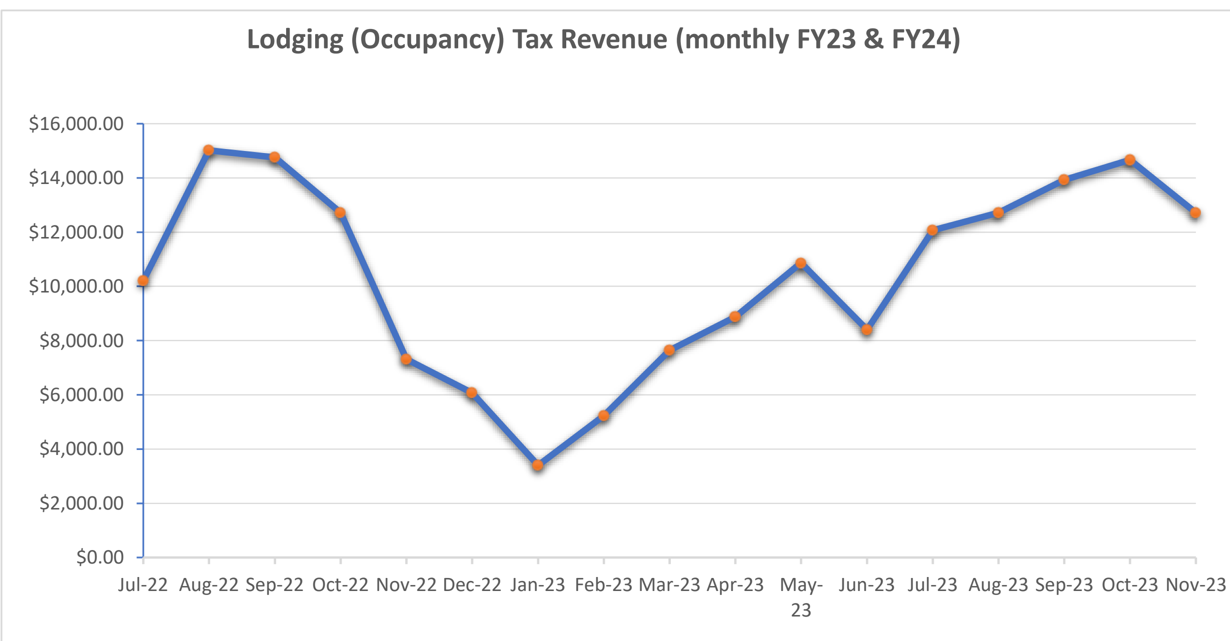
Have not received payment



Town of Altavista
Lodging (Occupancy) Tax

Jul-22	$10,206
Aug-22	$15,015
Sep-22	$14,759
Oct-22	$12,713
Nov-22	$7,317
Dec-22	$6,071
Jan-23	$3,400
Feb-23	$5,230
Mar-23	$7,639
Apr-23	$8,879
May-23	$10,862
Jun-23	$8,406
Jul-23	$12,072
Aug-23	$12,715
Sep-23	$13,928
Oct-23	$14,670
Nov-23	$12,712
Dec-23	
Jan-24	
Feb-24	
Mar-24	
Apr-24	
May-24	
Jun-24	

	FISCAL YEAR TOTAL
FY2023	$110,495
	MTD TOTAL (FY)
FY2023	$60,009
FY2024	$66,099
+/-	$6,089
Budgeted:	***$117,000***
+/-	-$50,901
%/Budget:	56.49%



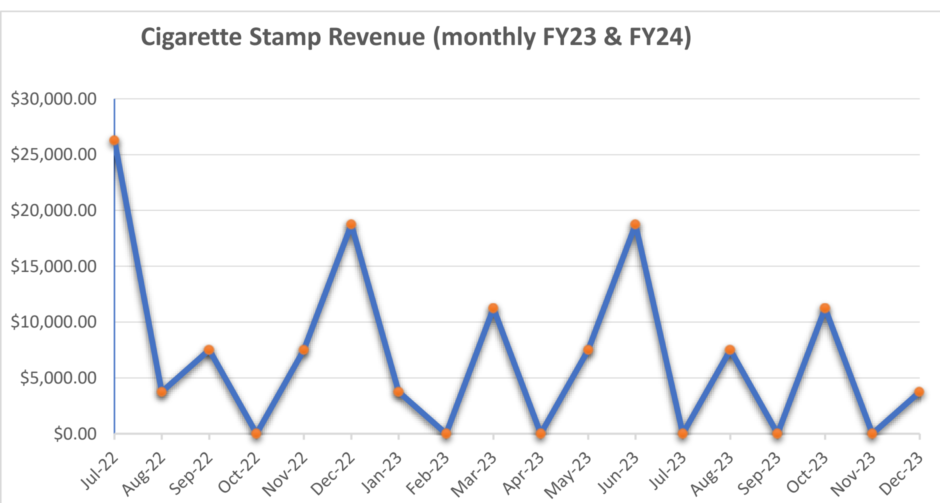
Town of Altavista
Local Cigarette Tax

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	
Feb-24	
Mar-24	
Apr-24	
May-24	
Jun-24	

	FISCAL YEAR TOTAL
FY2021	$101,612
FY2022	$93,885
FY2023	$105,000

	MTD TOTAL (FY)
FY2023	$63,750
FY2024	$22,500
+/-	-$41,250

Budgeted:	***$100,000***
+/-	-$77,500
%/Budget:	22.50%



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS
Title: APD Monthly Reports
Staff Resource: APD Chief, Tommy Merricks

Action(s):

For Informational Purposes

Explanation:

Altavista Police Department: December 2023 Monthly Activity Reports for Council's information.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. APD Daily Activity Report-December 2023.pdf
attachment 2. APD Patrol on 29-December 2023.pdf

2023 ALTAVISTA POLICE DEPT MONTHLY REPORT	January	February	March	April	May	June	July	August	September	October	November	December	Year to Date
Criminal Arrests "Felony"	3	0	0	1	4	3	8	3	4	2	4	1	33
Criminal Arrests "Misdemeandor"	16	1	8	6	9	5	8	17	8	3	3	6	90
Warrant Executed	19	8	7	7	13	2	16	10	14	4	5	6	111
Uniform Traffic Summons Issued	56	67	23	30	29	29	32	23	38	50	38	37	452
# Traffic Stops	122	132	128	70	90	111	115	138	106	107	108	107	1,334
BOLO'S (Be on Look Out)	3	5	9	5	10	3	6	8	2	7	2	3	63
DUI	1	0	1	1	2	3	2	7	1	3	1	3	25
IBR	37	9	45	42	45	21	41	44	33	42	31	29	419
MVA	8	13	11	15	18	10	16	15	15	23	10	17	171
Assist Motorist	22	19	19	21	12	17	20	20	15	18	20	8	211
Calls for Service	408	450	514	411	441	433	440	524	360	417	351	413	5,162
Alarm Responses	8	20	20	16	7	10	9	9	9	14	9	26	157
ECO/TDO	0	3	2	0	1	1	0	1	0	1	2	1	12
ECO/ TDO HOURS	0	15	30	0	11	7.5	0	12	0	3	12	1	91.5
Court Hours	2	2	1	5	4	1	4	5.5	0	5	4	4	37.5
Citizen Contacts	1,280	1,895	2,394	2,729	1,788	1,867	1,474	3,191	717	2,268	2,021	3,331	24,955
Businesses, Residences Check "Foot Patrols"	462	345	509	394	212	339	465	420	331	376	289	344	4,486

Patrol on 29-December 2023				
Time		Location	Officer	Disposition
3-Dec	2115-2150	Rt 29/Bedford Ave	Pugh	MVC
3-Dec	0032-0049	Rt 29	Pugh	Traffic Stop
3-Dec	2115-	Rt 29/Bedford Ave	Earhart	MVC
3-Dec	0032-	Rt 29	Earhart	Traffic Stop
4-Dec	2205-0104	29SB/Bedford Ave	Elias	DUI
8-Dec	2242-2250	29NB	Elias	Traffic Stop
8-Dec	2222-	Rt 29/Bedford	Earhart	Traffic Stop
9-Dec	2305-2320	Rt 29	Elias	Traffic Stop
11-Dec	2322-2329	Rt 29/Bedford	Pugh	Traffic Stop
11-Dec	2322-	Rt 29/Bedford	Earhart	Traffic Stop
14-Dec	0415-0422	29NB/Main	Elias	Traffic Stop
15-Dec	1936-1942	Rt 29	Pugh	BOL
15-Dec	1936-	Rt 29	Earhart	BOL
16-Dec	0334-0341	29SB/Clarion	Goyne	Disabled Vehicle
22-Dec	1422-1427	Rt 29	Wilson	MVC
22-Dec	1420-1518	Rt 29	Abbott	MVC
23-Dec	1409-1418	Rt 29	Abbott	Traffic Stop
24-Dec	1309-1330	Rt 29	Abbott	Assist CCSO
27-Dec	0108-0116	29NB	Abbott	Traffic Stop
29-Dec	0059-0125	Rt 29	Goyne	Traffic Stop
29-Dec	1736-1740	Rt 29/Main	Goyne	Traffic Stop
31-Dec	2321-2325	Rt 29/Clarion	Goyne	Traffic Stop

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

REPORTS AND COMMUNICATIONS
Title: Public Services Monthly Reports
Staff Resource: Teri Anderson, Public Works Administration

Action(s):

Informational Item

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_DECEMBER_2023.docx
attachment 2. STREET_DEPARTMENT_MONTHLY_REPORT-_DECEMBER_2023.docx
attachment 3. FLEET_MAINTENANCE_DEPARTMENT-DECEMBER_2023.docx

BUILDINGS AND GROUNDS

JANUARY 4, 2024

TO: TOWN MANAGER
FROM: BRIAN ROACH, B&G SUPERVISOR
MONTH: DECEMBER 2023

Vacation / Funeral / Sick Leave / Comp. Time Taken		106.50
Meetings / Data Entry / Work Planning / Training		30
# Of Call Duty Hours		8.50
# Of Hours Training		24.25
Holiday		168
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations	4	69.25
Cemetery Grounds Maintenance		114.50
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)	77	97.75
Residential Garbage Collected (Tonnage) Town of Hurt	46.69	50.50
# Of Curbside Brush Collected (Stops)	47	39.25
Loads of Brush Collected	10	
# Of Curbside Bulk Collected (Stops)	74	39.50
Bulk Collection (Tonnage)	4.32	
# Of Tires Collected	0	0
# Of Residential Garbage Citations Issued	0	0
Vehicle Maintenance		13
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		0
# Of Building Maintenance Hours		72.25
# Of Park Cleaning		122.75
# Of Parks Ground Maintenance Hours		25
# Of Parks Flower Bed Maintenance Hours		5.75
# Of Vista Theatre Maintenance and Assisting		0
Special Event-Preparing/Delivering Town Calendars		172.75
# Of Seasonal Hours – Christmas		6
# Of Jenk's Trail		18.75
# Of Assisting Other Crews		7.75

Total Labors Hours for the Month		**1192**

STREET DEPARTMENT MONTHLY REPORT

DATE: JANUARY 4, 2024

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: JANUARY 2024

DESCRIPTION	Labor Hours
Vacation / Sick Leave Taken / Comp. Time Used / Funeral Leave	54
Holiday	120
Staff, Safety Meetings/Data Entry/Planning Schedule	87.50
Weekend Truck (3.23 Tons) (3) Trucks	10.75
Street Sweeping (Miles Swept Highway / Streets)	0
Litter Control (Bags Collected 2)	1
Assisting Other Crews	39.25
Town Wide Mowing ( )	0
Signage	0
Traffic Control	4.50
Call Duty	6
Weed Control (Gallons Sprayed)	0
Street Lighting	0
Dead Animal Removal/Buzzard Control	10.50
Decorative Street Light	16
Tree/Trimming/Removal	16
Vehicle/Equipment Maintenance	27.50
Public Works Lot Cleaning (5.13 Tons)	24.50
Asphalting (Tons)	40.75
Leaf Collection (34 Loads)	330.50
Storm Drainage Clean / Install Replace (2) Driveway Pipes	13.50
Seasonal	8.75
Shoulder Stone (0 Tons)	0
Special Projects / Special Events-Christmas Parade (10 Hrs.) /Claire Parker – Deck the Hills 5K Run (33.50 Hrs.)	43.50
Snow Prep	0
Total Labor Hours for the Month	854.50

FLEET MAINTENANCE DEPARTMENT

DATE: JANUARY 4, 2024

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: DECEMBER 2023

DESCRIPTION	Labor Hours
Vacation	24
Safety Meetings/Training	7.50
Holiday	48
Daily/ Weekly/ Planning & Scheduling	2.75
Sick Leave Used	11
CIP / Budgeting / Calling Vendors	17.25
Preventive Maintenance	23.75
General Repair's	22.50
Troubleshoot and Diagnostic	45.50
DMV Titling	0
Training	0
Picking Up & Delivery	26.75
Building & Grounds	7
Fabrication	0
Inspections/Surplus	3
Assisting Other Crews	58
General Maintenance	39
Total Labor Hours for the Month	336

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS
Title: Utility Projects Update
Staff Resource: Paul Hill, Assistant Public Services Director

Action(s):

None

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

010424 - Monthly Status Report.pdf
December 2023 Monthly Report for Council Members 1z.pdf
December 2023 Monthly Report for Council Members 2z.pdf
STATUS REPORT NOVELTY WATER LINE 1-04-2024.pdf
STATUS REPORT AMI PROJECT 1-01-2024.pdf
STATUS REPORT FILTER IMPROVERMENT PROJECT 1-04-2024.pdf
STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 1-04-2024.pdf
STATUS REPORT FOR SEDIMENTATION PROJECT 1-04-2024.pdf
Main Street Sidewalk Status Update 1-4-2024.pdf
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Town of Altavista
January Project Status Report

Date: January 4, 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. Received update from pre-fab pump station building manufacturer.
2. Site visit with electrical engineer to confirm existing equipment electrical loadings and review what equipment will be re-used.
3. Discussed upcoming submittals and reviews by Town prior to submittals to VDH

Anticipated Work Over the Next Month

1. Review details of alternate pre-fab pump station building for recommendation to Town on consideration or not.
2. Complete electrical design
3. Perform QAQC on submittal documents

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: $12,225
3. Preliminary Layout	Contract: $11,600	JTD: $11,600
4. Geotechnical	Contract: $8,500	JTD:
5. Design Phase	Contract: $58,586	JTD: $52,727
6. Bid Assistance	Contract: $6,500	JTD:
7. Construction Administration	Contract: $45,500	JTD:

Submitted by:

Bobby Wampler

Project Manager
Engineering Concepts, Inc.

2023 Water, Sewer & Curbside Refuse Collection Billing History

Printed 3-Jan-24

WATER

Customer Class	January-23	February-23	March-23	April-23	May-23	June-23	July-23	August-23	September-23	October-23	November-23	December-23	
Units													Average
Residential Base-IT	1,340	17	12	1,244	5	13	1,350	10	11	1,183	16	10	434
Commercial Base-IT	205	25	43	194	40	48	191	44	44	177	44	43	92
Residential Base-OT	-	-	-	140	-	-	152	-	-	136	1	-	36
Commercial Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	1
Municipal	31	31	31	31	31	31	29	28	28	28	28	28	30
Dormant Accounts													-
Industrial	5	5	5	5	5	5	5	5	5	5	5	5	5
TOTAL	1,582	79	92	1,615	82	98	1,728	88	89	1,530	95	87	597
Gallons													Total
Residential Use-IT	14,156,747	46,670	232,530	11,562,786	1,598	272,020	14,136,134	39,300	61,800	11,248,247	35,750	14,020	51,807,602
Commercial Use-IT	5,821,091	1,016,560	2,835,470	2,870,044	3,485,000	3,067,190	4,394,408	4,901,190	3,883,200	5,030,620	2,045,680	3,968,670	43,319,123
Residential Use-OT	2,045,431	-	-	1,470,769	-	-	1,882,340	-	-	1,552,050	10	-	6,950,600
Commercial Use-OT	2,544,000	2,145,000	2,245,000	2,378,443	2,444,500	2,648,500	2,676,500	2,228,500	2,629,600	2,319,300	2,177,900	2,214,300	28,651,543
Municipal	284,120	869,240	280,330	236,640	284,690	565,880	475,390	625,190	1,010,710	1,169,870	118,140	157,070	6,077,270
Industrial	51,157,883	39,972,785	37,834,871	41,394,519	46,980,991	43,193,104	48,464,669	46,695,191	32,003,512	47,339,024	34,470,396	38,752,992	508,259,937
TOTAL WATER SOLD	76,009,272	44,050,255	43,428,201	59,913,201	53,196,779	49,746,694	72,029,441	54,489,371	39,588,822	68,659,111	38,847,876	45,107,052	645,066,075
NET DELIVERED	65,060,629	63,255,922	57,134,415	61,479,732	63,009,326	71,200,743	69,001,353	46,155,549	64,365,732	59,608,969	54,515,747	47,962,645	722,750,762
FRACTION BILLED	119%	111%	77%	88%	69%	111%	77%	100%	89%	80%	71%	94%	89%
Total (TOA,sold,hydrnts, Leaks)	14,800	11,400	14,500	3,700	13,850	68,700	26,900	83,100	89,900	30,200	62,300	10,200	429,550
Dollars													Total
Residential Base & Use-IT	90,733	619	1,066	83,595	181	1,260	77,275	400	511	63,861	586	362	320,447
Commercial Base & Use-IT	26,765	4,105	11,349	19,917	12,810	11,199	22,525	17,134	13,625	22,716	6,767	13,881	182,793
Residential Base & Use-OT	15,704	-	-	12,939	-	-	18,680	-	-	13,402	53	-	60,779
Commercial Base & Use-OT	12,832	10,845	11,343	11,943	12,336	13,352	13,491	11,260	13,258	11,713	11,008	11,190	144,570
Municipal	-		-	-		-	-	-	-	-	-	-	-
													-
Industrial	154,027	130,311	125,974	46,250	155,791	143,442	160,205	154,859	107,558	148,076	113,543	128,740	1,568,778
TOTAL	300,061	145,880	149,731	174,644	181,117	169,253	292,176	183,653	134,953	259,769	131,958	154,172	2,277,368

SEWER

Customer Class	January-23	February-23	March-23	April-23	May-23	June-23	July-23	August-23	September-23	October-23	November-23	December-23	
Units													Average
Residential Base-IT	1,179	18	12	1,088	5	6	1,181	11	5	1,082	15	10	384
Commercial Base-IT	188	23	42	135	40	43	172	45	42	149	43	42	80
Commercial Base-OT	7	7	7	7	7	7	7	7	7	7	7	7	7
Municipal	8	8	8	8	8	8	8	8	8	8	8	8	8
Dormant Accounts													-
Industrial	4	4	4	4	4	4	4	4	4	4	4	4	4
TOTAL	1,386	60	73	1,242	64	68	1,372	75	66	1,250	77	71	484
Gallons													Total
Residential Use-IT	9,959,423	39,725	196,665	8,618,103	1,358	228,880	10,530,833	6,882	49,468	10,127,459	30,799	12,199	39,801,793
Commercial Use-IT	4,637,833	802,757	848,636	1,518,479	2,756,427	1,825,135	3,175,105	3,091,364	2,018,937	2,986,225	890,348	2,160,099	26,711,346
Commercial Use-OT	215,644	222,792	222,948	300,880	204,088	236,788	165,292	246,884	243,480	1,602,602	210,580	297,788	4,169,766
Municipal	105,370	105,370	89,550	93,320	100,770	90,730	129,110	98,050	120,850	83,830	83,830	157,010	1,257,790
Industrial	48,610,000	43,480,000	33,730,000	38,830,000	40,200,000	41,520,000	45,370,000	40,330,000	31,590,000	45,050,000	39,490,000	36,420,000	484,620,000
TOTAL SEWER BILLED	63,528,270	44,650,644	35,087,799	49,360,783	43,262,643	43,901,532	59,370,341	43,773,180	34,022,735	59,850,117	40,705,557	39,047,096	556,560,694
WWTP EFFLUENT	56,230,000	61,260,000	57,850,000	64,190,000	64,190,000	58,450,000	55,867,900	45,626,300	53,404,400	53,867,800	51,220,200	51,150,100	673,306,700
FRACTION BILLED	95%	76%	103%	82%	73%	75%	106%	96%	64%	111%	79%	76%	83%
Dollars													
Residential Base & Use-IT	38,190	216	42	33,276	25	897	44,141	182	208	32,267	147	74	12,472
Commercial Base & Use-IT	8,587	3,059	9,602	9,419	10,554	6,963	12,295	11,793	7,700	11,528	3,395	8,182	8,590
Commercial Base & Use-OT	1,640	1,713	1,510	2,412	2,234	1,505	1,391	1,592	1,505	620	974	1,209	1,525
Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
Industrial	180,829	170,007	131,568	152,431	157,983	162,871	177,768	159,117	129,284	140,916	164,028	142,773	1,869,577
TOTAL	150,070	191,188	156,827	172,045	185,599	172,236	235,596	172,684	138,697	185,331	168,544	152,239	1,892,164

CURBSIDE

Customer Class	January-23	February-23	March-23	April-23	May-23	June-23	July-23	August-23	September-23	October-23	November-23	December-23	
													Average
Curbside-IT STOPS													
Curbside - Brush	97	77	105	196	180	234	139	117	177	166	69	47	155
Curbside- BULK	91	79	109	102	127	97	105	70	102	102	103	74	85
TOTAL	188	156	214	298	307	331	244	187	279	268	172	172	240
													Total
Curbside-IT	97	85	98	89	95	98	92	115	88	95	99	77	1,096
Curbside-BULK	8	10	14	21	18	32	18	12	25	17	9	4	153
TOTAL	105	95	112	110	113	130	110	126	113	112	108	81	1,249

Monthly Staff Report Water Plant

TO: Town Manager
FROM: Polly Brown
DEPARTMENT: Water Treatment Plant
MONTH: December 2023

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged 13 Hours per Day
which yielded approximately 1,220,000 gallons of water per day.
Rain 7.4 YTD Rain 47.50 YTD Snow 0 was measured at the water treatment plant.

Average Hours per day (week days)	14.8	hrs						
Average Hours per day (weekends)	9.2	hrs						
Average produced (week days)	1,368,381	gallons per day						
Average produced (weekends)	825,900	gallons per day						
Total Raw Water Pumped:	37.72	million gallons						
Total Drinking Water Produced:	66.89	million gallons						
Average Daily Production: (drinking)	1,190,000	gallons per day						
Average percent of Production Capacity:	40	%						
Plant Process Water:	831,046	(finished water used by the plant)						
Bulk Water Sold @ WTP:	0	gallons						
Flushing of Hydrants/Tanks/FD use/Town Use	0	gallons						
McMinnis Spring								
Total Water Pumped:	6.129	million gallons	average hours per day		12.4			
Average Daily Produced:	218,810	gallons per day	Rain at MC		5.76	YTD Rain	46.46
Reynolds Spring				snow	0		0.00
Total Water Pumped:	5.444	million gallons	average hours per day		11.2	Total Precip	46.46
Average Daily Produced:	201,629	gallons per day	Rain at RE		5.66	YTD Rain	46.59
Purchased Water from CCUSA	206,448	gallons		snow	0		0.00
Sold to Hurt	215,000	gallons				Total Precip	46.59
Industrial Use	29,323,491						
Total Drinking Water Delivered (including Springs/CCUSA	47,962,645		Water lost due to leaks				
			10,200				

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 due to ship in January
Lead and Copper Inventory has continued. Working on finalizing document to draw down VDH funding
UCMR5 Had 3 reportable results to be included in the CCR for 2023
WTP Security CIP completed
Budget Prep for FY2025 and CIP 2025-2029 was reviewed and completed
Clean Basin 1 and 3
Elevator Inspection was completed on 12-19-23
Staff wil be working on updating SOPs and reporting annual reports to regulatory agencies.

Utilities Distribution and Collection

# of Service Taps	0			
		Addresses:		
# of Meters Read				
	103	Monthly	Rereads	3
	1,724	Quarterly	Rereads	70
# of Meters Cut Off For Non-Payment	0			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	22			
	128.96	Tons		
# of Location Marks made for Miss Utility	67			
# of Meters Replaced	0			

# of Water Lines Repaired	2	# of Sewer Lines Unstopped	2
Locations:		Locations:	
1700 & 1701 Eudora Lane (Repair Main)		707 Broad Street	
1904 Woodhaven Lane (Contractor-Service Line)		904 10th Street	

# Air Relief Valves Inspected	0
# of PRV Maintenance/Inspection	0
# of Water Valve Boxes Cleaned	0
# of Blow-Off Valves Flushed	0
# of Blow-Off Valves Located	0

Push Camera Footage	80'		
Sewer (Root Cutting) Main	0	Sewer Main Cleaned	750'
Sewer (Root Cutting)Main Manholes	0	Sewer Main Cleaned Manholes	0
Sewer Video Footage	0	Sewer Service Cleaned	0
Sewer Video Manholes	0	Sewer Service Blockage	80'
Duke Root Control (Contractor)	0	Sewer Main Video	50'
Water Turn On and Offs	29	Sewer Right of Way Clearing Footage	0
Water Right of Way Clearing Footage	0	Sewer Manholes Inspected	0
Water Meter Box Install/Replacement	1	Sewer Installed Clean Out	0

# Of Hydrants Flushed	1
# of Hydrant Valves Exercised	0

Other Utilities Distribution and Collection Activities & CIP Projects:
15th Street - Installing Sewer Line (ongoing)

DEPARTMENT: **Wasterwater Plant**
MONTH: **December-23**

Average Daily Flow	1.60	MGD
TSS Reduction	96	%
BOD Reduction	98	%
VPDES Violations	0	
Sludge (Regional Land Fill)	182	tons

Rain Total 5.76 Inches Snow Total Inches

Other Wastewater Activities and CIP Projects:

Month: December
Week: December 4th, 2023

- Submitted timesheets
- Submitted DMR
- Cleaned NPW system
- Submitted weather data to National Weather Service
- Submitted Septic Hauler Bills
- New Autoclave in Main lab installed
- UV system check
- Entered Lab data
- Normal Plant Operations

Month: December
Week: December 11th, 2023

- Conducted Semi-Annual Industrial Monitoring
- Cleaned NPW system
- Conducted Annual PCB sampling of Influent and Effluent
- New UV system arrived 12-13-23
- UV system check
- Entered Lab data
- Normal Plant Operations

CIP Items

UV system upgrade received 12-13-23

New Influent and effluent samplers received

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 is conducting 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

3 January 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:	Preliminary site plan sent to VDH (Ray Weiland) on 12 December 2023 for approval of a Preliminary Engineering Conference document. Revised site plan sent 2 January 2024 to VDH including the add alternate work on Novelty Street Extension.
Anticipated work over the next two weeks:	Receive review comments from Town staff and submit final prior to VDH submission
Upcoming Tasks:	Submit to VDH and Campbell County E&S for approval. Prepare specs and bid package.
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	26 January 2024
	Advertise for bids	28 January 2024
	Open bids	22 February 2024
	Award Contract	28 February 2024
	Notice to Proceed	25 March 2024
	Substantial Completion (90 days with weather)	28 June 2024
	Final Completion	28 July 2024
Schedule Constraints:		
Projected Completion:		
Approved Budget:	$35,000	
Invoiced To Date:	$0	
Balance to Complete:	$35,000	

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price: $0

Town of Altavista
Hurt and Proffitt Projects
Status Report

Date: January 3, 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. Project work started after the project kick-off meeting last month.
2. Currently conducting a study on using the tower at the Town Hall based on the last meeting.

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:	$3,840

Submitted by:

Chad Hodges, PE
Project Manager

Town of Altavista Projects

Status Report - Peed & Bortz, LLC

3 January 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. Controls providing working on corrections. 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

3 January 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.
Anticipated work over the next two weeks:	
Upcoming Tasks:	Revise plans per Town Staff comments. Coordinate bidding with Town staff.
Outstanding Issues:	Awaiting Town staff review and comments on the existing water line, preferences for new alignment and extent of water line replacement.

Design Schedule:	
Schedule Constraints:	
Projected Completion:	
Approved Budget:	Time and materials not to exceed $23,000
Invoiced To Date:	$9485
Balance to Complete:	$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: 1/2/2024

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. 100% Plans and Specifications transmitted to Town 12/7/2023 for review

Anticipated Work Over the Next Month
1. Receive comments from Town
2. Revise documents based on Town comments.
3. Upon Town authorization, submit final documents to VDH for review.

Outstanding Issues --
1. None

Construction Document Schedule Update
1. Progress is approximately 30 days ahead of schedule– see below

Budget Summary

1.	____PER_______________	__Contract: $14,000	JTD: $14,000
2.	______Design_______________	Contract: $159,100	JTD: $125,000
3.	______Survey_____________	Contract: $3,200	JTD: 0
4.	__Construction Admin	Contract: $55,000	JTD: 0
5.	___Part Time Inspection_______	Contract: $11,200	JTD: 0
6.			

Submitted by:
R. Scott Ehrhardt
Project Manager

Town of Altavista - Sedimentation and Solids Handing 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: January 3, 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. Office staff completed the processing of the topographic survey and started working on the sidewalk design.

Anticipated Work Over the Next two Weeks

1. Sidewalk plans will be reviewed with the Town before submittal.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. None at this time

Budget Summary

1. Topographic Survey	Contract:	$3,500	JTD:	$0
2. Sidewalk Design Plans	Contract:	$12,000	JTD:	$0

Submitted by:

Chad Hodges, PE
Project Manager

Town of Altavista Projects

Status Report - Peed & Bortz, LLC

3 January 2024

Project Name:	SCADA for Generator Sites
Project Manager:	Russell Jackson, PE
Sub-Consultant	
P&B Job Number	20-51

Recent Activities:	Springs are being controlled by new system. Working to finalize generator monitoring which will require Kohler to come back to finish programming their remote contacts. Town reported issues with Reynolds Spring connection which may be related to antenna placement.
Anticipated work over the next two weeks:	Contractor plans to be on-site the week of 8 January to finish up punchlist items.
Upcoming Tasks:	
Outstanding Issues:	

Design Schedule:	
Schedule Constraints:	
Projected Completion:	TBD
Approved Budget:	$9600
Invoiced To Date:	$6000
Balance to Complete:	$3600

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price:	$228,265
Current Paid:	$197,392
Balance to Finish ~~plus retainage~~:	$30,873

Town of Altavista
Hurt and Proffitt Project
Status Report

Date: December 28, 2023

This memo is a status report of Hurt & Proffitt Team's efforts for the Clarifier #3 Replacement

Completed Work Over the Last two weeks

1. HP has looked at the clarifier submittal. The submittal was also sent to Heyward/Evoqua who volunteered to do a review after bids were submitted. We had expected review prior to Christmas.

Anticipated Work Over the Next two Weeks

1. Complete submittal review.

Outstanding Issues

1. None

Construction Schedule Update

1. Anticipated NTP December 15, 2023
2. Substantial Completion after CO #1; 94 days (March 18, 2024)
3. Final Completion after CO #1; 124 days (April 17, 2024)

Budget Summary

1. Design Services	Contract:	$9,000	JTD:	$9,000
2. Bidding Assistance	Contract:	$7,000	JTD:	$7,000
3. Construction Phase Assistance	Contract:	$8,000	JTD:	$658.75

Construction Cost Summary:

1. Mobilization	Contract:	$40,000.00	JTD:	$0.00
2. Clarifier Equipment Replacement	Contract:	$765,000.00	JTD:	$0.00
3. Clarifier Cleaning & Rehabilitation	Contract:	$50,000.00	JTD:	$0.00
4. Electrical Replacement	Contract:	$16,000.00	JTD:	$0.00
5. CO#1	Contract:	($36,742.00)	JTD:	$0.00
6. Project Total	Contract:	$834,528.00	JTD:	$0.00

Submitted by:

Mike Wilson, PE
Project Manager

Town of Altavista Projects

Status Report - Peed & Bortz, LLC

3 January 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 has sent three CO requests to Owner for review. CRB has re-mobilized to finish up work on-site. Master Engineer, Town staff, AIC, and Contractors will coordinate control wiring switchover at the Solids Handling Building
Anticipated work over the next two weeks:	• Install one VFD in Blower building (only one has made it to site so far) • Hold meeting with AIC and Engineer to discuss control wiring in Solids Handling Building • Install transformer for autoclave in lab.
Upcoming Tasks:	
Outstanding Issues:	

Design Schedule:	October 2020 Sign agreement November 2020 Notice to Proceed
Schedule Constraints:	Contractor reports to be still on schedule for completion per contract times.
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
WWTP PER - Project Status Report

Date: 1/2/2024

This memo is a status report of _Dewberry Team's efforts for the _Town of Altavista Wastewater Treatment Plant (WWTP) Improvements – Preliminary Engineering Report (PER) Engineer's Project No. 50167115

Completed Month Over the Last Month

1. Received final comments from USDA-RD and incorporated in PER
2. Submitted a final PER to Town & RD
3. Received Comments on ER, revised and resubmitted to Town and RD.

Anticipated Work Over the Next Month

1. None – PER and ER is final unless RD provides additional comments warranting another revision.

Outstanding Issues –

1. None

PER/ER Document Schedule

a. Preliminary Findings; ~~9/19/2023~~ 9/21/2023
b. Draft PER & ER; 10/31/2023

Budget Summary

1.	____PER____________________	Contract:	$26,500	JTD: $26,500
2.	_____ER____________________	Contract:	$3,500	JTD: $3,500
3.				

Submitted by:
R. Scott Ehrhardt
Project Manager

Town of Altavista
Status Report

Date: 1/4/2024

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

Completed Work Over the Last Week
1. Unit has been delivered

Anticipated Work Over the Next two Weeks
1.Staff to finish cleaning out channel for installation and contact Atrium construction for schedule.

Outstanding Issues 1.
None.

Construction Document Schedule Update
1. Not applicable at this time

Budget Summary

1. Contractor	Contract: 48,200.00	JTD: 0
2. UV System	Contract: 349,840.00	JTD: 349,840.00

Submitted by:

Paul Hill, Assistant Director of Public Services
Project Manager

Paul Hill, Assistant Director of Public Services Project Manager

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS
Title: Employee Changes - December 2023
Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational Item

Explanation:

Milestones:
None in December

New Hire:
Zachary Lumpkin, Public Works Maintenance Worker
Wesley Epperly, Public Works Maintenance Worker
Daniel Meeks, Utilities Maintenance Specialist
Kyle Skwierczynski, Utilities Maintenance Specialist
Charles Moreno, APD Police Recruit

Departure:
Jeffrey Williams, Jr., Police Officer

Background:

Funding Source(s):

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS
Title: Altavista Town Council Meeting Calendars
Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Informational Items

Explanation:

Attached are the Altavista Town Council's Meeting Calendars for both January and February, 2024.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. Altavista Town Council Meeting Calendar - January 2024.
attachment 2. Altavista Town Council - Meeting Calendar - February 2024.pdf

January 2024

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
	1 **Planning Commission** 5pm	2 written request for FY2025 due from outside agencies and non-profits	3	4	5 requests for FY2025 due from Department heads and Council	6
7	8	9 **Council <u>Meeting</u>** 6pm *receive FY2025 draft operations document	10	11	12	13
14	15 **Town Offices** **CLOSED** Marting Luther King, Jr Day	16	17	18	19	20
21	22	23 **Council <u>Work Session</u>** 5pm	24	25	26	27
28	29	30	**NOTES:** The AEDA conducts their monthly meetings at 8:15am on the fourth Tuesday of each month	**NOTES:** <u>January 23rd</u> outside agencies requesting funds in FY2025 should be attending Work Session		

February 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 **Planning** **Commission** mtg. at 5pm	6	7	8	9	10
11	12	13 **Town Council** Meeting 6pm *Budget Discussions on CIP, COLA, and Utility Rates	14	15	16	17
18	19 Town Offices CLOSED In observance of President's Day	20	21	22	23	24
25	26	27 **Town Council** **Work Session** at 5pm *Budget Discussions	28 …continued Work Session (if needed)	29		**NOTES:** Tues., February 27th AEDA Meeting at 8:15am

TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
January 9, 2024
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

CLOSED SESSION
Title: TOWN COUNCIL CLOSED SESSION
Staff Resource: Assistant Town Manager Matt Perkins

Action(s):

convene in Closed Session

Explanation:

Section 2.2-3711 (A)(1) Discussion and consideration of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body.

Section 2.2-3711 (A)(3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment. Town Council - Closed Session 1.9.24

TOWN COUNCIL CLOSED SESSION

DATE: Tuesday, January 9th, 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)(1) Discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of any public body

Section 2.2-3711 (A)(3) regarding discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body

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): ____

____