



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

**Tuesday, November 8, 2022
6:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517**

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Sinclair Hall, First Church of Jesus, Altavista, will deliver this meeting's Invocation.

2. AGENDA ADOPTION

3. RECOGNITIONS AND PRESENTATIONS

3.A [Employee Changes in October, 2022](#)

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

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

5. PARTNER UPDATES

5.A [Altavista Area Chamber of Commerce](#)

6. CONSENT AGENDA

6.A [TOA Monthly Financial Reports - October 2022](#)

[Attachment 1. October 2022 Check Register](#)

[Attachment 2. October 2022 Revenue Report](#)

[Attachment 3. October 2022 Expenditure Report](#)

[Attachment 4. October 2022 Reserve Balance/Investment Report](#)

6.B [Lynch Creek Clearing & Restoration Project - Bid Award](#)

6.C [Public Works - Surplus Request](#)

6.D [Town Council Meeting Minutes](#)

[Attachment. Town Council WS Minutes 8.23.22](#)

7. PUBLIC HEARING(S)

8. NEW BUSINESS

8.A [Town Hall - Spark Internet Connection](#)

[Attachment. Spark - Town Hall Connection](#)

8.B [Planning Commission Appointment](#)

9. UNFINISHED BUSINESS

- 9.A Status Report: Sedimentation and Solids Handling Improvements
Attachment. Altavista VDH Grant and Loan Information

10. REPORTS AND COMMUNICATIONS

- 10.A Departmental Reports - Finance
Attachment 1. Meals Tax Report
Attachment 2. Local Sales Tax Report
Attachment 3. Lodging Tax Report
Attachment 4. Cigarette Tax Report
- 10.B Community Development November 2022 Monthly Report
Attachment. CD Oct 2022 Monthly Report
- 10.C Utility Projects Update
STATUS REPORT MELINDA HPZ PROJECT 11-02-2022.pdf
AMI Water Metering Status Update 11-2-2022.pdf
October 2022 Monthly Report for Council Members 2z.pdf
STATUS REPORT WWTP ELECTRICAL PROJECT 11-2-2022.pdf
STATUS REPORT AERATION STUDY 11-2-2022.pdf
STATUS REPORT SPRINGS SCADA PROJECT 11-02-2022.pdf
STATUS REPORT FILTER IMPROVERMENT PROJECT 11-2-2022.pdf
STATUS REPORT VDEM GENERATORS 11-2-2022.pdf
STATUS REPORT FRAISER ROAD DRAINAGE PROJECT 11-2-2022.pdf
STATUS REPORT LYNCH CREEK PROJECT 11-2-2022.pdf
October 2022 Monthly Report for Council Members 1_.pdf
- 10.D Altavista Police Department - October 2022 Reports
Attachment 1. APD MONTHLY REPORT-OCTOBER 2022
Attachment 2 APD Patrol on 29-October 2022
- 10.E Public Services Monthly Reports
Attachment 1.
BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_OCTOBER_2022
Attachment 2. STREET_DEPARTMENT_MONTHLY_REPORT-_OCTOBER_2022
Attachment 3. FLEET_MAINTENANCE_DEPARTMENT-OCTOBER_2022
- 10.F Town Council Meeting Calendars
Attachment 1. Town Council Meeting Calendar - November 2022
Attachment 2. Town Council Meeting Calendar - December 2022

11. MATTERS FROM COUNCIL

12. CLOSED SESSION

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
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

RECOGNITIONS AND PRESENTATIONS

Title: Employee Changes in October, 2022

Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational Item

Explanation:

Milestones:

New Hires:

Joshua Farmer Utilities, Facilities Maintenance Mechanic Specialist

Departures:

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 5.A

PARTNER UPDATES

Title: Altavista Area Chamber of Commerce

Staff Resource: Codie Cyrus, Chamber of Commerce Chair

Action(s):

Informational Item.

Receive updates from Chamber Representative.

Explanation:

Chamber Chair, Codie Cyrus, will introduce the Chamber's new Executive Director, Beverly Watlington.

Mrs. Watlington will be updating Town Council on the Chamber's most recent activities and upcoming events.

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA

Title: TOA Monthly Financial Reports - October 2022

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Explanation:

The following reports are provided to Council on a monthly basis for review and acceptance.

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. October 2022 Check Register

Attachment 2. October 2022 Revenue Report

Attachment 3. October 2022 Expenditure Report

Attachment 4. October 2022 Reserve Balance/Investment Report

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
43846	800	MICHAEL ABBOTT	10/07/2022	44.85		00	OUTSTANDING	
43847	126	ALTAVISTA VOLUNTEER FIRE CO IN	10/07/2022	15,000.00		00	OUTSTANDING	
43848	901	ANDERSON CONSTRUCTION INC	10/07/2022	19,854.32		00	OUTSTANDING	
43849	991	BERKLEY GROUP LLC	10/07/2022	1,290.00		00	OUTSTANDING	
43850	9999999	BOWLING RANDY LEE JR	10/07/2022	358.42		00	OUTSTANDING	
43851	9999997	BRYANT, RICKY	10/07/2022	10.40		00	OUTSTANDING	
43852	583	CAMPBELL COUNTY PUBLIC LIBRARY	10/07/2022	1,076.00		00	OUTSTANDING	
43853	16	CAMPBELL COUNTY UTILITIES & SE	10/07/2022	18,502.60		00	OUTSTANDING	
43854	1	CASKIE & FROST	10/07/2022	5,000.00		00	OUTSTANDING	
43855	9999998	CLIMBING HIGHER MINISTRIES	10/07/2022	150.00		00	OUTSTANDING	
43856	28	COLUMBIA GAS	10/07/2022	216.52		00	OUTSTANDING	
43857	32	CONTROL EQUIPMENT CO INC	10/07/2022	2,845.04		00	OUTSTANDING	
43858	874	CORPORATE MEDICAL SERVICES	10/07/2022	99.92		00	OUTSTANDING	
43859	9999997	COX, WHITNEY N	10/07/2022	64.67		00	OUTSTANDING	
43860	1050	CRR L&L LLC	10/07/2022	3,775.00		00	OUTSTANDING	
43861	994	LARRY DALTON	10/07/2022	500.00		00	OUTSTANDING	
43862	529	DAVENPORT & COMPANY LLC	10/07/2022	82,275.15		00	OUTSTANDING	
43863	164	DMV	10/07/2022	750.00		00	OUTSTANDING	
43864	20	J JOHNSON ELLER JR	10/07/2022	2,551.75		00	OUTSTANDING	
43865	937	ENGLISH CONSTRUCTION CO INC	10/07/2022	80,536.00		00	OUTSTANDING	
43866	301	ENGLISH'S LLC	10/07/2022	430.96		00	OUTSTANDING	
43867	119	FOSTER ELECTRIC CO INC	10/07/2022	976.68		00	OUTSTANDING	
43868	9999997	HUDSON, KAYLA	10/07/2022	66.73		00	OUTSTANDING	
43869	332	HURT & PROFFITT INC	10/07/2022	2,100.00		00	OUTSTANDING	
43870	566	INTEGRATED TECHNOLOGY GROUP IN	10/07/2022	6,166.44		00	OUTSTANDING	
43871	121	MULTI BUSINESS FORMS INC	10/07/2022	1,706.18		00	OUTSTANDING	
43872	300	NAPA AUTO PARTS	10/07/2022	1,299.31		00	OUTSTANDING	
43873	454	O'REILLY AUTOMOTIVE INC	10/07/2022	141.40		00	OUTSTANDING	
43874	510	RIVER VALLEY RESOURCES LLC	10/07/2022	243.50		00	OUTSTANDING	
43875	1	TERI C ANDERSON	10/07/2022	100.00		00	OUTSTANDING	
43876	996	TONEY CONSTRUCTION INC	10/07/2022	50,825.01		00	OUTSTANDING	
43877	35	TREASURER OF VA/VITA	10/07/2022	5.95		00	OUTSTANDING	
43878	900	US BANK EQUIPMENT FINANCE	10/07/2022	232.66		00	OUTSTANDING	
43879	136	USABLUEBOOK	10/07/2022	15.95		00	OUTSTANDING	
43880	601	VACORP	10/07/2022	433.05		00	OUTSTANDING	
43881	110	VUPS INC	10/07/2022	61.95		00	OUTSTANDING	
43882	756	WAGeworks INC	10/07/2022	115.15		00	OUTSTANDING	
43883	6	ALTAVISTA AREA YMCA	10/14/2022	25,000.00		00	OUTSTANDING	
43884	303	ALTAVISTA CHAMBER OF COMMERCE	10/14/2022	7,500.00		00	OUTSTANDING	
43885	170	ALTAVISTA ON TRACK	10/14/2022	13,794.00		00	OUTSTANDING	
43886	11	AVOCA	10/14/2022	20,535.00		00	OUTSTANDING	
43887	103	BEACON CREDIT UNION	10/14/2022	230.00		00	OUTSTANDING	
43888	978	REGINALD C BENNETT	10/14/2022	50.00		00	OUTSTANDING	
43889	1025	MEGHAN T BOLLING	10/14/2022	50.00		00	OUTSTANDING	
43890	1	CAMPBELL COUNTY CLERK	10/14/2022	34.50		00	OUTSTANDING	
43891	208	CAMPBELL COUNTY TREASURER	10/14/2022	55.63		00	OUTSTANDING	
43892	736	MARVIN CLEMENTS	10/14/2022	75.00		00	OUTSTANDING	
43893	20	J JOHNSON ELLER JR	10/14/2022	300.00		00	OUTSTANDING	
43894	40	FEDERAL EXPRESS CORPORATION	10/14/2022	44.20		00	OUTSTANDING	
43895	118	FERGUSON ENTERPRISES LLC	10/14/2022	2,232.37		00	OUTSTANDING	
43896	851	FRIZZELL CONSTRUCTION INC	10/14/2022	205,051.76		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
43897	916	GRANITE TELECOMMUNICATIONS	10/14/2022	789.28		00	OUTSTANDING	
43898	52	HACH COMPANY	10/14/2022	217.28		00	OUTSTANDING	
43899	1048	LYNCHBURG CYCLES INC	10/14/2022	15,881.30		00	OUTSTANDING	
43900	956	HUNTON ANDREWS KURTH LLP	10/14/2022	33,250.00		00	OUTSTANDING	
43901	57	ICMA RETIREMENT TRUST-457 #304	10/14/2022	470.00		00	OUTSTANDING	
43902	1	JERRY D HANSON	10/14/2022	7,127.78		00	OUTSTANDING	
43903	1047	JOHN HYLTONFORESTRY LLC	10/14/2022	26,400.00		00	OUTSTANDING	
43904	564	JOHN JORDAN	10/14/2022	75.00		00	OUTSTANDING	
43905	646	KD COUNTRY	10/14/2022	110.00		00	OUTSTANDING	
43906	158	KORMAN SIGNS INC	10/14/2022	2,520.54		00	OUTSTANDING	
43907	717	LYNCHBURG REGIONAL BUSINESS AL	10/14/2022	6,000.00		00	OUTSTANDING	
43908	829	MARIE MITCHELL	10/14/2022	75.00		00	OUTSTANDING	
43909	133	MYERS & RHODES EQUIP CO INC	10/14/2022	167.48		00	OUTSTANDING	
43910	68	ORKIN PEST CONTROL	10/14/2022	357.00		00	OUTSTANDING	
43911	9999998	Pickeral, Teena	10/14/2022	150.00		00	OUTSTANDING	
43912	1015	RAYNOR	10/14/2022	.00	10/20/2022	00	VOID	6,490.76
43913	857	RIVERSTREET NETWORKS	10/14/2022	1,298.65		00	OUTSTANDING	
43914	9999998	Slayton, Zenovia	10/14/2022	150.00		00	OUTSTANDING	
43915	9999998	STEWART,KIM	10/14/2022	150.00		00	OUTSTANDING	
43916	996	TONEY CONSTRUCTION INC	10/14/2022	27,075.00		00	OUTSTANDING	
43917	1	TONY RAY HUNT	10/14/2022	300.00		00	OUTSTANDING	
43918	304	TOTER DBA WASTEQUIP LLC	10/14/2022	3,521.25		00	OUTSTANDING	
43919	85	TREASURER OF VA /CHILD SUPPORT	10/14/2022	933.27		00	OUTSTANDING	
43920	793	XEROX FINANCIAL SERVICES	10/14/2022	415.78		00	OUTSTANDING	
43921	498	ALTAVISTA INSTRUMENTS &CONTROL	10/20/2022	450.00		00	OUTSTANDING	
43922	84	ALTAVISTA JOURNAL	10/20/2022	233.50		00	OUTSTANDING	
43923	162	BENNETT'S MECHANICAL COMPANY I	10/20/2022	494.00		00	OUTSTANDING	
43924	294	BUSINESS CARD	10/20/2022	12,745.61		00	OUTSTANDING	
43925	32	CONTROL EQUIPMENT CO INC	10/20/2022	13,707.32		00	OUTSTANDING	
43926	906	CRAMER MARKETING	10/20/2022	279.42		00	OUTSTANDING	
43927	419	CREATIVE EDGE DESIGN INC	10/20/2022	2,027.50		00	OUTSTANDING	
43928	36	DOMINION VIRGINIA POWER	10/20/2022	30,860.13		00	OUTSTANDING	
43929	835	DOOR MEDIC	10/20/2022	6,490.76		00	OUTSTANDING	
43930	118	FERGUSON ENTERPRISES LLC	10/20/2022	2,099.68		00	OUTSTANDING	
43931	119	FOSTER ELECTRIC CO INC	10/20/2022	199.71		00	OUTSTANDING	
43932	46	GENTRY LOCKE ATTORNEYS	10/20/2022	637.50		00	OUTSTANDING	
43933	50	GRETN TIRE INC	10/20/2022	994.00		00	OUTSTANDING	
43934	52	HACH COMPANY	10/20/2022	3,832.00		00	OUTSTANDING	
43935	892	J & J PORTAPOTTY INC	10/20/2022	180.00		00	OUTSTANDING	
43936	1	JEFFREY WILLIAMS JR	10/20/2022	290.00		00	OUTSTANDING	
43937	1040	LED LIGHTING SOLUTIONS	10/20/2022	10,102.77		00	OUTSTANDING	
43938	638	MA DALTON PAINTING CONTRACTOR	10/20/2022	20,745.00		00	OUTSTANDING	
43939	467	SONNY MERRYMAN INC	10/20/2022	107.16		00	OUTSTANDING	
43940	9	AFLAC	10/28/2022	2,985.97		00	OUTSTANDING	
43941	1036	AMTEK COMPANY, INC.	10/28/2022	3,494.86		00	OUTSTANDING	
43942	91	ANTHEM BLUE CROSS/BLUE SHIELD	10/28/2022	44,004.00		00	OUTSTANDING	
43943	103	BEACON CREDIT UNION	10/28/2022	230.00		00	OUTSTANDING	
43944	12	BRENNTAG MID-SOUTH INC	10/28/2022	9,611.14		00	OUTSTANDING	
43945	913	BRUMFIELD CONSTRUCTION LLC	10/28/2022	20,700.00		00	OUTSTANDING	
43946	973	CAMPBELL HEATING AND COOLING	10/28/2022	179.00		00	OUTSTANDING	
43947	967	CARDNO INC	10/28/2022	36,817.05		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
43948	19	CARTER MACHINERY CO INC	10/28/2022	1,301.24		00	OUTSTANDING	
43949	28	COLUMBIA GAS	10/28/2022	380.59		00	OUTSTANDING	
43950	41	FISHER SCIENTIFIC	10/28/2022	1,044.82		00	OUTSTANDING	
43951	111	GRAINGER INC	10/28/2022	389.52		00	OUTSTANDING	
43952	305	HAWKINS-GRAVES INC	10/28/2022	1,353.52		00	OUTSTANDING	
43953	622	HEYWARD INC	10/28/2022	552.52		00	OUTSTANDING	
43954	57	ICMA RETIREMENT TRUST-457 #304	10/28/2022	940.00		00	OUTSTANDING	
43955	9999998	Layne, Gerald	10/28/2022	150.00		00	OUTSTANDING	
43956	820	MASON'S TREE SERVICE	10/28/2022	5,200.00		00	OUTSTANDING	
43957	218	MINNESOTA LIFE	10/28/2022	182.48		00	OUTSTANDING	
43958	816	PACE ANAYLTICAL SERVICES LLC	10/28/2022	623.74		00	OUTSTANDING	
43959	72	PHYSICIANS TREATMENT CENTER	10/28/2022	100.00		00	OUTSTANDING	
43960	843	BETTY PICKERAL	10/28/2022	1,150.00		00	OUTSTANDING	
43961	1053	PITNEY BOWES BANK INC. PURCH.P	10/28/2022	21.00		00	OUTSTANDING	
43962	80	SOUTHSIDE ELECTRIC COOP	10/28/2022	1,159.74		00	OUTSTANDING	
43963	778	SPRINT	10/28/2022	113.55		00	OUTSTANDING	
43964	85	TREASURER OF VA /CHILD SUPPORT	10/28/2022	933.27		00	OUTSTANDING	
43965	136	USABLUEBOOK	10/28/2022	664.97		00	OUTSTANDING	
43966	885	VIRGINIA RISK SHARING ASSOCIAT	10/28/2022	33,868.75		00	OUTSTANDING	
43967	672	WATTS PETROLEUM CORP	10/28/2022	434.80		00	OUTSTANDING	

BANK: 00 *****

NO. OF CHECKS:	122	CHECKS OUTSTANDING	983,761.98 ***	
OUTSTANDING CHECKS:	121	RECONCILED CHECKS:	VOID CHECKS:	1
	977,271.22	.00	.00	6,490.76

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
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NO. OF CHECKS:	122	TOTAL CHECKS	983,761.98	***				
OUTSTANDING CHECKS:	121	RECONCILED CHECKS:	VOID CHECKS:	1				
	977,271.22		.00	.00				6,490.76

TOWN OF ALTAVISTA
REVENUE REPORT
33% OF YEAR LAPSED

ACCOUNTING PERIOD 04/2023

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
300		TAXES									
301		PROPERTY TAXES									
	01 00	REAL PROPERTY CURRENT		17,666	12,996.26	74	70,664	23,425.75	33	212,000	188,574.25
301	**	PROPERTY TAXES		17,666	12,996.26	74	70,664	23,425.75	33	212,000	188,574.25
302		PUBLIC SERVICE									
	01 00	REAL & PERSONAL CURRENT		7,341	.00		29,364	.01		88,100	88,099.99
302	**	PUBLIC SERVICE		7,341	.00		29,364	.01		88,100	88,099.99
303		PERSONAL PROPERTY									
	01 00	CURRENT		21,166	18,135.36	86	84,664	23,887.03	28	254,000	230,112.97
	03 00	PPTRA		8,333	.00		33,332	18.00-		100,000	100,018.00
303	**	PERSONAL PROPERTY		29,499	18,135.36	62	117,996	23,869.03	20	354,000	330,130.97
304		MACHINERY & TOOLS									
	01 00	CURRENT		171,416	.00		685,664	.00		2,057,000	2,057,000.00
304	**	MACHINERY & TOOLS		171,416	.00		685,664	.00		2,057,000	2,057,000.00
305		MOBILE HOME									
	01 00	CURRENT		12	5.11	43	48	11.56	24	150	138.44
305	**	MOBILE HOME		12	5.11	43	48	11.56	24	150	138.44
306		PENALTIES & INTEREST									
	01 00	PENALTIES		375	202.35	54	1,500	2,023.80	135	4,500	2,476.20
	02 00	INTEREST		291	203.78	70	1,164	1,573.94	135	3,500	1,926.06
306	**	PENALTIES & INTEREST		666	406.13	61	2,664	3,597.74	135	8,000	4,402.26
307		LOCAL									
	01 00	SALES & USE		16,666	20,413.62	123	66,664	79,522.84	119	200,000	120,477.16
	02 00	ELECTRIC, GAS & TELEPHONE		9,500	9,358.79	99	38,000	37,373.17	98	114,000	76,626.83
	03 00	MOTOR VEHICLE LICENSES		3,833	4,935.98	129	15,332	7,613.10	50	46,000	38,386.90
	04 00	BANK STOCK		15,000	.00		60,000	.00		180,000	180,000.00
	05 00	HOTEL & MOTEL		8,291	14,758.85	178	33,164	50,268.10	152	99,500	49,231.90
	06 00	MEAL		83,333	100,633.34	121	333,332	415,965.77	125	1,000,000	584,034.23
	08 00	CONTAINER RENTAL FEE		137	.00		548	.00		1,650	1,650.00
	09 00	COMMUNICATIONS TAX		2,500	2,347.79	94	10,000	9,414.37	94	30,000	20,585.63
	10 00	TRANSIT PASSENGER REVENUE		416	683.09	164	1,664	713.09	43	5,000	4,286.91
	11 00	CIGARETTE TAX		8,333	.00		33,332	37,500.00	113	100,000	62,500.00
	12 00	MOBILE RESTAURANT PERMIT		12	.00		48	25.00	52	150	125.00
307	**	LOCAL		148,021	153,131.46	104	592,084	638,395.44	108	1,776,300	1,137,904.56
308		LICENSES, PERMITS & FEES									

TOWN OF ALTAVISTA
REVENUE REPORT
33% OF YEAR LAPSED

ACCOUNTING PERIOD 04/2023

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
01	01	CONTRACTORS		375	.00		1,500	.00		4,500	4,500.00
01	02	RETAIL SALES		5,000	922.50	19	20,000	1,741.80	9	60,000	58,258.20
01	03	FINANCIAL, RE & PROF		375	267.38	71	1,500	298.67	20	4,500	4,201.33
01	04	REPAIRS & PERSONAL SVC		833	249.04	30	3,332	510.64	15	10,000	9,489.36
01	05	WHOLESALE BUSINESS		37	46.46	126	148	46.46	31	450	403.54
01	06	UTILITIES		91	.00		364	.00		1,100	1,100.00
01	07	HOTELS		70	.00		280	.00		850	850.00
01	*	BUSINESS LICENSE FEES		6,781	1,485.38	22	27,124	2,597.57	10	81,400	78,802.43
02	01	ZONING,SIGN,HOME OCCUPATN		108	71.00	66	432	943.00	218	1,300	357.00
308	**	LICENSES, PERMITS & FEES		6,889	1,556.38	23	27,556	3,540.57	13	82,700	79,159.43
300	***	TAXES		381,510	186,230.70		1,526,040	692,840.10		4,578,250	3,885,409.90
310		FINES & FORFEITURES									
310	01 00	COURT FINES		500	1,736.34	347	2,000	7,513.45	376	6,000	1,513.45-
	02 00	PARKING FINES		25	.00		100	110.00	110	300	190.00
310	**			525	1,736.34	331	2,100	7,623.45	363	6,300	1,323.45-
310	***	FINES & FORFEITURES		525	1,736.34		2,100	7,623.45		6,300	1,323.45-
320		INVESTMENT EARNINGS									
321	02 00	INTEREST									
	02 00	INTEREST INCOME		0	16,086.38		0	48,852.95		0	48,852.95-
321	**	INTEREST		0	16,086.38		0	48,852.95		0	48,852.95-
320	***	INVESTMENT EARNINGS		0	16,086.38		0	48,852.95		0	48,852.95-
330		CHARGES FOR SERVICES									
331		RENTS									
	01 00	RENTAL OF GENERAL PROP		83	50.00	60	332	450.00	136	1,000	550.00
	01 01	PAVILION RENTALS		125	50.00	40	500	837.50	168	1,500	662.50
	01 02	BOOKER BUILDING RENTALS		458	525.00	115	1,832	1,725.00	94	5,500	3,775.00
	01 03	SPARK INNOVATION CENTER		2,500	.00		10,000	.00		30,000	30,000.00
	01 *	RENTAL OF GENERAL PROP		3,166	625.00	20	12,664	3,012.50	24	38,000	34,987.50
	02 00	RENTAL OF REAL PROP		7,916	6,478.51	82	31,664	27,662.49	87	95,000	67,337.51
331	**	RENTS		11,082	7,103.51	64	44,328	30,674.99	69	133,000	102,325.01
336		LOANS									
336	**	LOANS		0	.00		0	.00		0	.00

TOWN OF ALTAVISTA
REVENUE REPORT
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TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
337	01 00	CODE ENFORCEMENT	CODE ENFORCEMENT	41	.00		164	230.00	140	500	270.00
337	**	CODE ENFORCEMENT		41	.00		164	230.00	140	500	270.00
330	***	CHARGES FOR SERVICES		11,123	7,103.51		44,492	30,904.99		133,500	102,595.01
340		INTERGOVERNMENTAL REVENUE									
341		STATE									
	03 00	RAILROAD ROLLING STOCK		1,308	.00		5,232	15,740.92	301	15,700	40.92-
	04 00	DCJS GRANT		7,416	.00		29,664	24,500.00	83	89,000	64,500.00
	06 00	RENTAL TAX		83	43.88	53	332	131.23	40	1,000	868.77
	08 00	MISCELLANEOUS STATE GRANT		1,250	.00		5,000	15,000.00	300	15,000	.00
	08 *	MISCELLANEOUS STATE GRANT		1,250	.00		5,000	15,000.00	300	15,000	.00
	11 00	VDOT CONTRACTUAL SERVICES		250	.00		1,000	.00		3,000	3,000.00
	12 00	VDOT PD GRANT - OVERTIME		416	.00		1,664	.00		5,000	5,000.00
	13 00	STATE TRANSIT REVENUE		1,933	808.00	42	7,732	35,516.00	459	23,200	12,316.00-
	17 00	BROWNFIELD ASSESSMNT GRNT		0	.00		0	95,787.40		0	95,787.40-
	17 *	BROWNFIELD ASSESSMNT GRNT		0	.00		0	95,787.40		0	95,787.40-
341	**	STATE		12,656	851.88	7	50,624	186,675.55	369	151,900	34,775.55-
342		COUNTY									
	02 00	LITTER GRANT		141	.00		564	.00		1,700	1,700.00
	03 00	FIRE DEPT FUEL REIMB		833	2,143.26	257	3,332	8,242.00	247	10,000	1,758.00
342	**	COUNTY		974	2,143.26	220	3,896	8,242.00	212	11,700	3,458.00
343		FEDERAL									
	04 00	FEDERAL TRANSIT REVENUE		11,922	4,040.00	34	47,688	19,761.00	41	143,070	123,309.00
	05 00	BYRNE JUSTICE GRANT		0	.00		0	11,624.25		0	11,624.25-
	11 00	USDA RURAL BUS DEV GRANT		0	.00		0	100,000.00		0	100,000.00-
343	**	FEDERAL		11,922	4,040.00	34	47,688	131,385.25	276	143,070	11,684.75
340	***	INTERGOVERNMENTAL REVENUE		25,552	7,035.14		102,208	326,302.80		306,670	19,632.80-
350		OTHER REVENUE									
351		MISCELLANEOUS									
	01 00	SALES OF SUPPLIES & MAT		625	1,047.20	168	2,500	41,230.20	1649	7,500	33,730.20-
	01 *	SALES OF SUPPLIES & MAT		625	1,047.20	168	2,500	41,230.20	1649	7,500	33,730.20-
	03 00	CASH DISCOUNTS		8	.00		32	.00		100	100.00
	04 00	MISCELLANEOUS		1,166	6,221.43	534	4,664	13,527.45	290	14,000	472.55

TOWN OF ALTAVISTA
REVENUE REPORT
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TOWN OF ALTAVISTA

FUND 010 GENERAL FUND		*****		CURRENT	*****		*****	YEAR-TO-DATE	*****		ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED		ACTUAL	%REV	ESTIMATED		ACTUAL	%REV		ESTIMATE	BALANCE
04 02	HURT / LIGHTS	16		.00		64		94.64	148		200	105.36
04 03	HURT / SOLID WASTE COLL	3,233		3,596.30	111	12,932		12,836.04	99		38,800	25,963.96
04 04	ESTATE OF ROBERTA F JENKS	683		653.68	96	2,732		2,715.73	99		8,200	5,484.27
04 06	VENDING MACHINE REVENUE	0		10.37		0		28.49			0	28.49-
04 *	MISCELLANEOUS	5,098		10,481.78	206	20,392		29,202.35	143		61,200	31,997.65
05 00	AVOCA REIMBURSEMENT	860		60.65	7	3,440		378.81	11		10,320	9,941.19
351 **	MISCELLANEOUS	6,591		11,589.63	176	26,364		70,811.36	269		79,120	8,308.64
350 ***	OTHER REVENUE	6,591		11,589.63		26,364		70,811.36			79,120	8,308.64
360	OTHER FINANCING SOURCES											
361	TRANSFER IN											
01 00	FROM RESERVES	75,244		.00		300,976		.00			902,930	902,930.00
01 01	RESERVE MAIN. FUNDS	2,916		.00		11,664		.00			35,000	35,000.00
01 *	FROM RESERVES	78,160		.00		312,640		.00			937,930	937,930.00
04 00	FROM CIF	0		.00		0		60,000.00			0	60,000.00-
361 **	TRANSFER IN	78,160		.00		312,640		60,000.00	19		937,930	877,930.00
362	PROCEEDS FROM LTD											
362 **	PROCEEDS FROM LTD	0		.00		0		.00			0	.00
360 ***	OTHER FINANCING SOURCES	78,160		.00		312,640		60,000.00			937,930	877,930.00
FUND TOTAL	GENERAL FUND	503,461		229,781.70		2,013,844		1,237,335.65			6,041,770	4,804,434.35

TOWN OF ALTAVISTA
REVENUE REPORT
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TOWN OF ALTAVISTA

FUND 020	STATE HIGHWAY REIMB FUND									
ACCOUNT	ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE

320	INVESTMENT EARNINGS									
321	INTEREST									
02 00	INTEREST INCOME		0	2,711.76		0	8,171.49		0	8,171.49-
321	**	INTEREST	0	2,711.76		0	8,171.49		0	8,171.49-
320	***	INVESTMENT EARNINGS	0	2,711.76		0	8,171.49		0	8,171.49-
340	INTERGOVERNMENTAL REVENUE									
341	STATE									
07 00	STREET & HIGHWAY MAINT		61,666	.00		246,664	204,638.07	83	740,000	535,361.93
07 01	CARRYOVER OF FUNDS		9,293	.00		37,172	.00		111,520	111,520.00
07 *	STREET & HIGHWAY MAINT		70,959	.00		283,836	204,638.07	72	851,520	646,881.93
341	**	STATE	70,959	.00		283,836	204,638.07	72	851,520	646,881.93
340	***	INTERGOVERNMENTAL REVENUE	70,959	.00		283,836	204,638.07		851,520	646,881.93
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		70,959	2,711.76		283,836	212,809.56		851,520	638,710.44

TOWN OF ALTAVISTA
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TOWN OF ALTAVISTA

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

TOWN OF ALTAVISTA
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TOWN OF ALTAVISTA

FUND 050 WATER & SEWER FUND		ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
02	00	INTEREST INCOME	0	15,454.36		0	33,744.73		0	33,744.73-
321	**	INTEREST	0	15,454.36		0	33,744.73		0	33,744.73-
320	***	INVESTMENT EARNINGS	0	15,454.36		0	33,744.73		0	33,744.73-
330		CHARGES FOR SERVICES								
332		WATER CHARGES								
	01 00	INDUSTRIAL	134,333	96,502.92	72	537,332	549,430.73	102	1,612,000	1,062,569.27
	02 00	BUSINESS & RESIDENTIAL	26,666	10,641.43	40	106,664	101,393.12	95	320,000	218,606.88
	03 00	OUTSIDE COMMUNITY	14,833	11,495.20	78	59,332	59,178.96	100	178,000	118,821.04
	04 00	WATER CONNECTION FEES	125	1,500.00	1200	500	1,500.00	300	1,500	.00
	05 00	BULK WATER PURCHASE	416	520.50	125	1,664	1,843.50	111	5,000	3,156.50
332	**	WATER CHARGES	176,373	120,660.05	68	705,492	713,346.31	101	2,116,500	1,403,153.69
333		SEWER CHARGES								
	01 00	INDUSTRIAL	146,666	124,173.60	85	586,664	655,724.40	112	1,760,000	1,104,275.60
	02 00	BUSINESS & RESIDENTIAL	22,000	9,841.12	45	88,000	87,703.85	100	264,000	176,296.15
	03 00	OUTSIDE COMMUNITY	166	.00		664	730.25	110	2,000	1,269.75
	04 00	SEWER CONNECTION FEES	166	2,000.00	1205	664	2,000.00	301	2,000	.00
	05 00	SEWER SURCHARGES	7,083	14,084.93	199	28,332	94,445.51	333	85,000	9,445.51-
333	**	SEWER CHARGES	176,081	150,099.65	85	704,324	840,604.01	119	2,113,000	1,272,395.99
334		WATER & SEWER								
	00 00	WATER & SEWER	583	2,106.26	361	2,332	4,240.23	182	7,000	2,759.77
	01 01	MONTHLY	4,166	5,099.25	122	16,664	18,138.25	109	50,000	31,861.75
	01 02	QUARTERLY	11,666	128.70	1	46,664	36,518.05	78	140,000	103,481.95
	01 *	BASE RATE FEE	15,832	5,227.95	33	63,328	54,656.30	86	190,000	135,343.70
334	**	WATER & SEWER	16,415	7,334.21	45	65,660	58,896.53	90	197,000	138,103.47
330	***	CHARGES FOR SERVICES	368,869	278,093.91		1,475,476	1,612,846.85		4,426,500	2,813,653.15
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	18 00	VDEM	0	11,481.46		0	161,931.53		0	161,931.53-
341	**	STATE	0	11,481.46		0	161,931.53		0	161,931.53-
343		FEDERAL								
	09 01	AMERICAN RESCUE PLAN ACT	0	.00		0	1,766,891.00		0	1,766,891.00-
	09 *	CARES MONEY	0	.00		0	1,766,891.00		0	1,766,891.00-

TOWN OF ALTAVISTA
REVENUE REPORT
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FUND 050 WATER & SEWER FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
10 00		VDEM	0	.00		0	294,087.23		0	294,087.23-
343	**	FEDERAL	0	.00		0	2,060,978.23		0	2,060,978.23-
340	***	INTERGOVERNMENTAL REVENUE	0	11,481.46		0	2,222,909.76		0	2,222,909.76-
350		OTHER REVENUE								
351		MISCELLANEOUS								
	04 00	MISCELLANEOUS	2,083	800.00	38	8,332	5,029.08	60	25,000	19,970.92
	04 *	MISCELLANEOUS	2,083	800.00	38	8,332	5,029.08	60	25,000	19,970.92
351	**	MISCELLANEOUS	2,083	800.00	38	8,332	5,029.08	60	25,000	19,970.92
350	***	OTHER REVENUE	2,083	800.00		8,332	5,029.08		25,000	19,970.92
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
	01 00	FROM RESERVES	168,458	.00		673,832	.00		2,021,500	2,021,500.00
	03 01	DESIGNATED	143,417	.00		573,668	.00		1,721,000	1,721,000.00
	03 *	FROM GENERAL FUND	143,417	.00		573,668	.00		1,721,000	1,721,000.00
	11 00	BOND PROCEEDS	262,536	.00		1,050,144	.00		3,150,440	3,150,440.00
361	**	TRANSFER IN	574,411	.00		2,297,644	.00		6,892,940	6,892,940.00
362		PROCEEDS FROM LTD								
362	**	PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	574,411	.00		2,297,644	.00		6,892,940	6,892,940.00
FUND TOTAL WATER & SEWER FUND			945,363	305,829.73		3,781,452	3,874,530.42		11,344,440	7,469,909.58

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FUND 060 AGENCY / DONATION FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
02	00	INTEREST INCOME	0	.03		0	.05		0	.05-
321	**	INTEREST	0	.03		0	.05		0	.05-
320	***	INVESTMENT EARNINGS	0	.03		0	.05		0	.05-
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 AGENCY / DONATION FUND			0	.03		0	.05		0	.05-

TOWN OF ALTAVISTA

FUND 070 COMMUNITY IMPROV FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
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								
341	**	STATE	0	.00		0	.00		0	.00
343		FEDERAL								
343	**	FEDERAL	0	.00		0	.00		0	.00
340	***	INTERGOVERNMENTAL REVENUE	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		COMMUNITY IMPROV FUND	0	.00		0	.00		0	.00

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

300		TAXES								
308		LICENSES, PERMITS & FEES								
	02 02	BURIAL	1,437	.00		5,748	6,195.00	108	17,250	11,055.00
308	**	LICENSES, PERMITS & FEES	1,437	.00		5,748	6,195.00	108	17,250	11,055.00
300	***	TAXES	1,437	.00		5,748	6,195.00		17,250	11,055.00
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	577.71		0	1,783.80		0	1,783.80-
321	**	INTEREST	0	577.71		0	1,783.80		0	1,783.80-
320	***	INVESTMENT EARNINGS	0	577.71		0	1,783.80		0	1,783.80-
350		OTHER REVENUE								
351		MISCELLANEOUS								
	02 00	SALE OF REAL ESTATE	666	.00		2,664	650.00	24	8,000	7,350.00
351	**	MISCELLANEOUS	666	.00		2,664	650.00	24	8,000	7,350.00
350	***	OTHER REVENUE	666	.00		2,664	650.00		8,000	7,350.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
	03 00	FROM GENERAL FUND	8,940	.00		35,760	.00		107,280	107,280.00
361	**	TRANSFER IN	8,940	.00		35,760	.00		107,280	107,280.00
360	***	OTHER FINANCING SOURCES	8,940	.00		35,760	.00		107,280	107,280.00
FUND TOTAL CEMETERY FUND			11,043	577.71		44,172	8,628.80		132,530	123,901.20
GRAND TOTAL			1,530,826	538,900.93		6,123,304	5,333,304.48		18,370,260	13,036,955.52

REPORT SELECTIONS

Fiscal year : 2023
All Funds
All Departments
All Divisions
Suppress accounts with zero balances : Y

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

40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	10		SALARIES AND WAGES										
	10	01	TOWN COUNCIL	2166	2166.69	100	8664	8666.76	100	.00	26000	17333.24	33
	10	**	SALARIES AND WAGES	2166	2166.69	100	8664	8666.76	100	.00	26000	17333.24	33
	20		BENEFITS										
	20	02	FICA	166	165.73	100	664	662.92	100	.00	2000	1337.08	33
	20	**	BENEFITS	166	165.73	100	664	662.92	100	.00	2000	1337.08	33
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	333	.00	0	1332	.00	0	.00	4000	4000.00	0
	30	26	IT NETWRK/WEBSITE SUPPORT	770	.00	0	3080	.00	0	.00	9250	9250.00	0
	30	**	CONTRACTUAL SERVICES	1103	.00	0	4412	.00	0	.00	13250	13250.00	0
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	208	.00	0	832	.00	0	.00	2500	2500.00	0
	50	16	PUBLIC OFFICIAL LIAB INSU	75	225.00	300	300	450.00	150	.00	900	450.00	50
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50	32	MISCELLANEOUS	125	79.56	64	500	230.76	46	.00	1500	1269.24	15
	50	**	OTHER CHARGES	533	304.56	57	2132	680.76	32	.00	6400	5719.24	11
400	**	**	COUNCIL / PLANNING COMM	3968	2636.98	67	15872	10010.44	63	.00	47650	37639.56	21
40	**	**	ADMINISTRATION	3968	2636.98	67	15872	10010.44	63	.00	47650	37639.56	21
DIV	1001		TOTAL ***** COUNCIL	3968	2636.98	67	15872	10010.44	63	.00	47650	37639.56	21
DEPT	10		TOTAL ***** COUNCIL	3968	2636.98	67	15872	10010.44	63	.00	47650	37639.56	21

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

40			ADMINISTRATION										
401			ADMINISTRATION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	45487	31953.62	70	181948	145579.59	80	.00	545850	400270.41	27
	10	04	OVERTIME	155	233.12	150	620	772.25	125	.00	1860	1087.75	42
	10	10	PERSONAL EMPLOYEE VEH	0	461.54	0	0	2076.93	0	.00	0	2076.93-	0
	10	**	SALARIES AND WAGES	45642	32648.28	72	182568	148428.77	81	.00	547710	399281.23	27
	20		BENEFITS										
	20	02	FICA	3491	2267.86	65	13964	10435.88	75	.00	41900	31464.12	25
	20	04	VA RETIREMENT SYSTEM	4849	2737.76	57	19396	10951.04	57	.00	58190	47238.96	19
	20	06	GROUP MEDICAL INSURANCE	4083	4728.24	116	16332	18912.96	116	.00	49000	30087.04	39
	20	08	GROUP LIFE INSURANCE	609	474.46	78	2436	1897.84	78	.00	7310	5412.16	26
	20	10	WORKER'S COMP	4583	11998.97	262	18332	25196.78	137	.00	55000	29803.22	46
	20	12	EMPLOYEE EDUCATION ASSIST	416	.00	0	1664	.00	0	5400.00	5000	400.00-	108
	20	14	EMPLOYEE ASSIST PROGRAM	141	.00	0	564	772.20	137	.00	1700	927.80	45
	20	16	OTHER EMPLOYEE BENEFITS	2808	433.05	15	11232	1498.70	13	.00	33700	32201.30	4
	20	18	VRS HYBRID EMPLOYER CONTR	0	777.28	0	0	3109.12	0	.00	0	3109.12-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	259.34	0	0	1037.36	0	.00	0	1037.36-	0
	20	**	BENEFITS	20980	23676.96	113	83920	73811.88	88	5400.00	251800	172588.12	32
	30		CONTRACTUAL SERVICES										
	30	02	PROFESSIONAL SVCS - COBRA	150	115.15	77	600	356.49	59	.00	1800	1443.51	20
	30	04	LEGAL SERVICES	2708	3189.25	118	10832	12704.00	117	.00	32500	19796.00	39
	30	06	ADVERTISING	1666	167.50	10	6664	4128.79	62	.00	20000	15871.21	21
	30	08	MAINTENANCE SVC CONTRACTS	7916	490.38	6	31664	80406.70	254	.00	95000	14593.30	85
	30	10	INDEPENDENT AUDITOR	1708	.00	0	6832	.00	0	.00	20500	20500.00	0
	30	12	ENGIN & ARCHITECTURAL SVC	416	.00	0	1664	.00	0	.00	5000	5000.00	0
	30	14	MISC & PROFESSIONAL SVCS	2083	1290.00	62	8332	1290.00	16	.00	25000	23710.00	5
	30	17	RANDOM DRUG SCREENING	116	99.92	86	464	99.92	22	.00	1400	1300.08	7
	30	26	IT NETWRK/WEBSITE SUPPORT	4825	4432.88	92	19300	18255.77	95	.00	57900	39644.23	32
	30	**	CONTRACTUAL SERVICES	21588	9785.08	45	86352	117241.67	136	.00	259100	141858.33	45
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1250	1050.46	84	5000	3582.18	72	.00	15000	11417.82	24
	50	04	HEATING SERVICES	250	87.22	35	1000	158.89	16	.00	3000	2841.11	5
	50	06	POSTAL SERVICES	916	65.20	7	3664	4113.60	112	.00	11000	6886.40	37
	50	08	TELECOMMUNICATIONS	583	762.47	131	2332	2453.91	105	.00	7000	4546.09	35
	50	10	PROPERTY INSURANCE	791	2475.00	313	3164	4950.00	156	.00	9500	4550.00	52
	50	12	MOTOR VEHICLE INSURANCE	45	137.50	306	180	275.00	153	.00	550	275.00	50
	50	14	SURETY BONDS	76	.00	0	304	.00	0	.00	920	920.00	0
	50	18	GENERAL LIABILITY INSUR	191	825.00	432	764	2343.72	307	.00	2300	43.72-	102
	50	26	CONVENTIONS & EDUCATIONS	333	.00	0	1332	.00	0	.00	4000	4000.00	0
	50	28	DUES & ASSOC MEMBERSHIPS	1025	.00	0	4100	8577.00	209	.00	12310	3733.00	70
	50	30	REFUNDS	41	.00	0	164	.00	0	.00	500	500.00	0
	50	32	MISCELLANEOUS	1020	822.49	81	4080	8838.95	217	.00	12250	3411.05	72
	50	34	MISCELLANEOUS REIMB	16	.00	0	64	110.00	172	.00	200	90.00	55
	50	**	OTHER CHARGES	6537	6225.34	95	26148	35403.25	135	.00	78530	43126.75	45

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

40		ADMINISTRATION										
401		ADMINISTRATION										
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	1666	2629.52	158	6664	12077.89	181	.00	20000	7922.11	60
	60 04	REPAIRS & MAINTENANCE	1775	1521.85	86	7100	7707.45	109	.00	21300	13592.55	36
	60 06	FUELS & LUBRICANTS	144	.00	0	576	377.35	66	.00	1730	1352.65	22
	60 12	BOOKS & SUBSCRIPTIONS	8	66.00	825	32	66.00	206	.00	100	34.00	66
	60 **	MATERIALS & SUPPLIES	3593	4217.37	117	14372	20228.69	141	.00	43130	22901.31	47
	81	CAPITAL OUTLAY - REPLACE										
	81 04	EDP EQUIP REPLACEMENT	583	.00	0	2332	7697.49	330	.00	7000	697.49-	110
	81 18	BUILDING	3750	.00	0	15000	.00	0	39270.00	45000	5730.00	87
	81 30	IMPRVMNTS OTHER THAN BLDG	1250	.00	0	5000	.00	0	.00	15000	15000.00	0
	81 **	CAPITAL OUTLAY - REPLACE	5583	.00	0	22332	7697.49	35	39270.00	67000	20032.51	70
401 ** **		ADMINISTRATION	103923	76553.03	74	415692	402811.75	97	44670.00	1247270	799788.25	36
40 ** **		ADMINISTRATION	103923	76553.03	74	415692	402811.75	97	44670.00	1247270	799788.25	36
DIV 1101		TOTAL *****										
		ADMINISTRATION	103923	76553.03	74	415692	402811.75	97	44670.00	1247270	799788.25	36
DEPT 11		TOTAL *****										
		GENERAL GOVERNMENT	103923	76553.03	74	415692	402811.75	97	44670.00	1247270	799788.25	36

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

50		PUBLIC SAFETY										
501		POLICE DEPARTMENT										
	10	SALARIES AND WAGES										
	10 02	REGULAR	63180	59175.46	94	252720	264024.49	105	.00	758170	494145.51	35
	10 04	OVERTIME	1802	4585.41	255	7208	9441.42	131	.00	21630	12188.58	44
	10 06	DMV GRANT OVERTIME	416	257.64	62	1664	1985.17	119	.00	5000	3014.83	40
	10 08	PD RESIDENCY STIPEND	1108	791.70	72	4432	3366.81	76	.00	13300	9933.19	25
	10 12	TAKE HOME CAR PROGRAM	632	.00	0	2528	.00	0	.00	7580	7580.00	0
	10 **	SALARIES AND WAGES	67138	64810.21	97	268552	278817.89	104	.00	805680	526862.11	35
	20	BENEFITS										
	20 02	FICA	5087	4697.98	92	20348	20333.67	100	.00	61050	40716.33	33
	20 04	VA RETIREMENT SYSTEM	6735	6182.02	92	26940	26112.08	97	.00	80820	54707.92	32
	20 06	GROUP MEDICAL INSURANCE	7550	7293.60	97	30200	30974.80	103	.00	90610	59635.20	34
	20 08	GROUP LIFE INSURANCE	846	777.10	92	3384	3280.18	97	.00	10160	6879.82	32
	20 16	OTHER EMPLOYEE BENEFITS	900	2700.00	300	3600	5400.00	150	.00	10800	5400.00	50
	20 **	BENEFITS	21118	21650.70	103	84472	86100.73	102	.00	253440	167339.27	34
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	125	110.00	88	500	320.00	64	.00	1500	1180.00	21
	30 08	MAINTENANCE SVC CONTRACTS	250	232.66	93	1000	930.64	93	.00	3000	2069.36	31
	30 16	PHYSICALS	181	.00	0	724	.00	0	.00	2180	2180.00	0
	30 18	R & M ELECTRONICS	16	.00	0	64	.00	0	.00	200	200.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	2750	1587.50	58	11000	6350.00	58	.00	33000	26650.00	19
	30 **	CONTRACTUAL SERVICES	3322	1930.16	58	13288	7600.64	57	.00	39880	32279.36	19
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	1433	733.43	51	5732	4366.15	76	.00	17200	12833.85	25
	50 10	PROPERTY INSURANCE	166	625.00	377	664	1250.00	188	.00	2000	750.00	63
	50 12	MOTOR VEHICLE INSURANCE	425	1275.00	300	1700	2550.00	150	.00	5100	2550.00	50
	50 18	GENERAL LIABILITY INSUR	375	1206.25	322	1500	2412.50	161	.00	4500	2087.50	54
	50 24	SUBSISTANCE & LODGING	675	290.00	43	2700	350.00	13	.00	8100	7750.00	4
	50 26	CONVENTIONS & EDUCATIONS	833	199.10	24	3332	1283.40	39	.00	10000	8716.60	13
	50 28	DUES & ASSOC MEMBERSHIPS	666	.00	0	2664	.00	0	.00	8000	8000.00	0
	50 29	ACCREDITATION PROGRAM	325	113.23	35	1300	113.23	9	45.00	3900	3968.23	2
	50 32	MISCELLANEOUS	83	44.85	54	332	44.85	14	.00	1000	955.15	5
	50 37	COMMUNITY ENGAGEMENT	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50 **	OTHER CHARGES	5106	3862.20	76	20424	12143.67	60	45.00	61300	49111.33	20
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	1000	332.26	33	4000	2790.12	70	.00	12000	9209.88	23
	60 04	REPAIRS & MAINTENANCE	145	192.00	132	580	645.59	111	.00	1750	1104.41	37
	60 06	FUELS & LUBRICANTS	2881	.00	0	11524	12619.31	110	.00	34580	21960.69	37
	60 08	VEHICLE & EQUIP R&M	1000	27.98	3	4000	6624.85	166	.00	12000	5375.15	55
	60 10	UNIFORMS	1083	134.75	12	4332	1033.31	24	2667.75	13000	9298.94	29
	60 16	DRUG INVESTIGATING	500	300.00	60	2000	300.00	15	.00	6000	5700.00	5
	60 25	SMALL EQUIPMENT	125	.00	0	500	820.89	164	.00	1500	679.11	55
	60 48	AMMUNITION & BATTERIES	833	.00	0	3332	9766.00	293	.00	10000	234.00	98
	60 **	MATERIALS & SUPPLIES	7567	986.99	13	30268	34600.07	114	2667.75	90830	53562.18	41

FUND 010 GENERAL FUND											
DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
50	PUBLIC SAFETY										
501	POLICE DEPARTMENT										
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	4583	.00	0	18332	.00	0	.00	55000	55000.00	0
81 06	MACHINERY & EQUIPMENT	1014	.00	0	4056	.00	0	.00	12170	12170.00	0
81 **	CAPITAL OUTLAY - REPLACE	5597	.00	0	22388	.00	0	.00	67170	67170.00	0
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	833	.00	0	3332	9359.85	281	.00	10000	640.15	94
82 **	CAPITAL OUTLAY - NEW	833	.00	0	3332	9359.85	281	.00	10000	640.15	94
501 ** **	POLICE DEPARTMENT	110681	93240.26	84	442724	428622.85	97	2712.75	1328300	896964.40	33
50 ** **	PUBLIC SAFETY	110681	93240.26	84	442724	428622.85	97	2712.75	1328300	896964.40	33
DIV 3101	TOTAL *****										
	POLICE DEPARTMENT	110681	93240.26	84	442724	428622.85	97	2712.75	1328300	896964.40	33
DEPT 31	TOTAL *****										
	PUBLIC SAFETY	110681	93240.26	84	442724	428622.85	97	2712.75	1328300	896964.40	33

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

60														
601			OPERATIONS & MAINTENANCE											
	10		SALARIES AND WAGES											
	10	02	REGULAR	54053	47518.72	88	216212	206263.29	95	.00	648640	442376.71	32	
	10	04	OVERTIME	858	2529.59	295	3432	9322.43	272	.00	10300	977.57	91	
	10	**	SALARIES AND WAGES	54911	50048.31	91	219644	215585.72	98	.00	658940	443354.28	33	
	20		BENEFITS											
	20	02	FICA	4200	4113.12	98	16800	17553.61	105	.00	50410	32856.39	35	
	20	04	VA RETIREMENT SYSTEM	5320	1841.14	35	21280	7364.56	35	.00	63850	56485.44	12	
	20	06	GROUP MEDICAL INSURANCE	7404	5386.41	73	29616	20084.48	68	.00	88850	68765.52	23	
	20	08	GROUP LIFE INSURANCE	669	741.65	111	2676	2785.67	104	.00	8030	5244.33	35	
	20	18	VRS HYBRID EMPLOYER CONTR	0	3449.86	0	0	12735.10	0	.00	0	12735.10-	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	613.00	0	0	2065.32	0	.00	0	2065.32-	0	
	20	**	BENEFITS	17593	16145.18	92	70372	62588.74	89	.00	211140	148551.26	30	
	30		CONTRACTUAL SERVICES											
	30	08	MAINTENANCE SVC CONTRACTS	500	77.75	16	2000	1460.57	73	.00	6000	4539.43	24	
	30	12	ENGIN & ARCHITECTURAL SVC	416	.00	0	1664	.00	0	.00	5000	5000.00	0	
	30	16	PHYSICALS	58	.00	0	232	250.00	108	.00	700	450.00	36	
	30	18	R & M ELECTRONICS	91	.00	0	364	.00	0	.00	1100	1100.00	0	
	30	36	MOWING CONTRACT	1250	1750.00	140	5000	2550.00	51	.00	15000	12450.00	17	
	30	38	TUB GRINDING BRUSH	2916	26400.00	905	11664	26400.00	226	.00	35000	8600.00	75	
	30	40	RECURRING LEASE AGREEMENT	80	.00	0	320	.00	0	.00	960	960.00	0	
	30	**	CONTRACTUAL SERVICES	5311	28227.75	532	21244	30660.57	144	.00	63760	33099.43	48	
	50		OTHER CHARGES											
	50	08	TELECOMMUNICATIONS	391	175.20	45	1564	2144.88	137	.00	4700	2555.12	46	
	50	10	PROPERTY INSURANCE	416	1275.00	307	1664	2550.00	153	.00	5000	2450.00	51	
	50	12	MOTOR VEHICLE INSURANCE	950	2850.00	300	3800	5700.00	150	.00	11400	5700.00	50	
	50	24	SUBSISTANCE & LODGING	41	.00	0	164	.00	0	.00	500	500.00	0	
	50	26	CONVENTIONS & EDUCATIONS	291	.00	0	1164	.00	0	.00	3500	3500.00	0	
	50	32	MISCELLANEOUS	41	3.00	7	164	89.70	55	.00	500	410.30	18	
	50	38	INVENTORY OVER / SHORT	0	.00	0	0	35.88	0	.00	0	35.88-	0	
	50	**	OTHER CHARGES	2130	4303.20	202	8520	10520.46	124	.00	25600	15079.54	41	
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	604	378.22	63	2416	406.37	17	.00	7250	6843.63	6	
	60	05	FUEL PUMPS	191	.00	0	764	.00	0	.00	2300	2300.00	0	
	60	06	FUELS & LUBRICANTS	3990	.00	0	15960	35287.61	221	.00	47880	12592.39	74	
	60	08	VEHICLE / EQUIP R&M	3333	1984.06	60	13332	11096.22	83	.00	40000	28903.78	28	
	60	10	UNIFORMS	1000	1222.62	122	4000	6444.47	161	.00	12000	5555.53	54	
	60	11	SAFETY EQUIP & PROGRAMS	250	100.00	40	1000	2323.55	232	.00	3000	676.45	78	
	60	20	STREET LT OPER SUPPLIES	2583	1197.46	46	10332	5810.88	56	.00	31000	25189.12	19	
	60	22	HIGHWAY, STRT & SIDEWALKS	1666	952.77	57	6664	3902.41	59	4398.50	20000	11699.09	42	
	60	23	EQUIPMENT RENTAL	376	1353.52	360	1504	1353.52	90	.00	4520	3166.48	30	
	60	28	STORM DRAINAGE	250	.00	0	1000	.00	0	.00	3000	3000.00	0	
	60	30	ENGINEERING R & M	83	.00	0	332	.00	0	.00	1000	1000.00	0	
	60	34	TRAIN STATION SUPPLIES	291	96.09	33	1164	1529.29	131	.00	3500	1970.71	44	
	60	36	PAVEMENT	4166	.00	0	16664	.00	0	.00	50000	50000.00	0	

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

60														
601														
			OPERATIONS & MAINTENANCE											
60	40		TRAFFIC CONTROL DEVICE	250	1260.26	504	1000	2509.19	251	.02-	3000	490.83		84
60	44		SNOW & ICE REMOVAL	166	.00	0	664	.00	0	.00	2000	2000.00		0
60	52		DECORATIVE STREET LIGHTS	533	39.28	7	2132	511.81	24	.00	6400	5888.19		8
60	**		MATERIALS & SUPPLIES	19732	8584.28	44	78928	71175.32	90	4398.48	236850	161276.20		32
	81		CAPITAL OUTLAY - REPLACE											
81	02		VEHICLE REPLACEMENT	1406	.00	0	5624	33998.49	605	1.50	16880	17119.99-		201
81	06		MACHINERY & EQUIPMENT	1083	.00	0	4332	107878.93	2490	96840.12	13000	191719.05-		1575
81	30		IMPRVMNTS OTHER THAN BLDG	2083	.00	0	8332	.00	0	.00	25000	25000.00		0
81	**		CAPITAL OUTLAY - REPLACE	4572	.00	0	18288	141877.42	776	96841.62	54880	183839.04-		435
	82		CAPITAL OUTLAY - NEW											
82	06		MACHINERY & EQUIPMENT	3416	15881.30	465	13664	29441.96	216	.87	41000	11557.17		72
82	**		CAPITAL OUTLAY - NEW	3416	15881.30	465	13664	29441.96	216	.87	41000	11557.17		72
	90		DEBT SERVICE											
90	02		PRINCIPAL	1416	.00	0	5664	17000.00	300	.00	17000	.00		100
90	04		INTEREST	429	.00	0	1716	2636.75	154	.00	5150	2513.25		51
90	**		DEBT SERVICE	1845	.00	0	7380	19636.75	266	.00	22150	2513.25		89
601	**	**	OPERATIONS & MAINTENANCE	109510	123190.02	113	438040	581486.94	133	101240.97	1314320	631592.09		52
60	**	**		109510	123190.02	113	438040	581486.94	133	101240.97	1314320	631592.09		52
DIV	4101		TOTAL *****											
			MAIN OF STREETS & HWYS	109510	123190.02	113	438040	581486.94	133	101240.97	1314320	631592.09		52

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

60												
601		OPERATIONS & MAINTENANCE										
	60	MATERIALS & SUPPLIES										
	60 06	FUELS & LUBRICANTS	1666	.00	0	6664	6196.21	93	.00	20000	13803.79	31
	60 08	VEHICLE / EQUIP R&M	2500	16.98	1	10000	2252.28	23	.00	30000	27747.72	8
	60 18	SUPPLIES	0	.00	0	0	840.25	0	.00	0	840.25-	0
	60 26	LITTER EXPENSES	166	.00	0	664	21.20-	3-	.00	2000	2021.20	1-
	60 **	MATERIALS & SUPPLIES	4332	16.98	0	17328	9267.54	54	.00	52000	42732.46	18
	81	CAPITAL OUTLAY - REPLACE										
	81 06	MACHINERY & EQUIPMENT	416	3521.25	847	1664	3521.25	212	.00	5000	1478.75	70
	81 **	CAPITAL OUTLAY - REPLACE	416	3521.25	847	1664	3521.25	212	.00	5000	1478.75	70
601	** **	OPERATIONS & MAINTENANCE	4748	3538.23	75	18992	12788.79	67	.00	57000	44211.21	22
60	** **		4748	3538.23	75	18992	12788.79	67	.00	57000	44211.21	22
DIV	4102	TOTAL *****										
		SANITATION & WASTE REM	4748	3538.23	75	18992	12788.79	67	.00	57000	44211.21	22

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

60											
601		OPERATIONS & MAINTENANCE									
	30	CONTRACTUAL SERVICES									
	30 22	LANDSCAPING CONTRACTS	750	.00	0	3000	230.00	8	.00	9000	8770.00 3
	30 **	CONTRACTUAL SERVICES	750	.00	0	3000	230.00	8	.00	9000	8770.00 3
	50	OTHER CHARGES									
	50 02	ELECTRICAL SERVICES	666	642.79	97	2664	2207.60	83	.00	8000	5792.40 28
	50 04	HEATING SERVICES	166	65.20	39	664	133.66	20	.00	2000	1866.34 7
	50 **	OTHER CHARGES	832	707.99	85	3328	2341.26	70	.00	10000	7658.74 23
	60	MATERIALS & SUPPLIES									
	60 18	SUPPLIES	625	81.00	13	2500	841.96	34	.00	7500	6658.04 11
	60 24	SMALL TOOLS	333	971.57	292	1332	1508.46	113	.00	4000	2491.54 38
	60 **	MATERIALS & SUPPLIES	958	1052.57	110	3832	2350.42	61	.00	11500	9149.58 20
601	** **	OPERATIONS & MAINTENANCE	2540	1760.56	69	10160	4921.68	48	.00	30500	25578.32 16
60	** **		2540	1760.56	69	10160	4921.68	48	.00	30500	25578.32 16
DIV	4103	TOTAL *****									
		MAIN OF BLDGS & GROUNDS	2540	1760.56	69	10160	4921.68	48	.00	30500	25578.32 16

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

60											
602											
	PARKS, RECREAT & CULTURAL										
30	CONTRACTUAL SERVICES										
30 42	TREE REMOVAL & PRUNING	416	5200.00	1250	1664	5200.00	313	.00	5000	200.00-	104
30 **	CONTRACTUAL SERVICES	416	5200.00	1250	1664	5200.00	313	.00	5000	200.00-	104
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1416	1485.61	105	5664	4453.79	79	.00	17000	12546.21	26
50 04	HEATING SERVICES	66	66.50	101	264	125.30	48	.00	800	674.70	16
50 08	TELECOMMUNICATIONS	116	90.16	78	464	270.48	58	.00	1400	1129.52	19
50 34	MISCELLANEOUS REIMB	41	.00	0	164	87.50	53	.00	500	412.50	18
50 **	OTHER CHARGES	1639	1642.27	100	6556	4937.07	75	.00	19700	14762.93	25
60	MATERIALS & SUPPLIES										
60 18	SUPPLIES	2500	881.25	35	10000	4094.15	41	1444.99	30000	24460.86	19
60 53	MULCH & LANDSCAPING STONE	666	.00	0	2664	.00	0	.00	8000	8000.00	0
60 54	PLAYGROUND EQUIPMENT	125	.00	0	500	.00	0	.00	1500	1500.00	0
60 55	SPLASH PAD	458	.00	0	1832	595.63	33	.00	5500	4904.37	11
60 56	WAR MEMORIAL BALLFIELD	416	.00	0	1664	.00	0	.00	5000	5000.00	0
60 57	CANOE LAUNCH	125	90.00	72	500	360.00	72	.00	1500	1140.00	24
60 58	SPECIAL EVENTS	125	1176.71	941	500	1176.71	235	.00	1500	323.29	78
60 **	MATERIALS & SUPPLIES	4415	2147.96	49	17660	6226.49	35	1444.99	53000	45328.52	15
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	3150	.00	0	12600	.00	0	.00	37800	37800.00	0
81 26	PARKS	0	55000.00	0	0	63937.23	0	.00	0	63937.23-	0
81 **	CAPITAL OUTLAY - REPLACE	3150	55000.00	1746	12600	63937.23	507	.00	37800	26137.23-	169
82	CAPITAL OUTLAY - NEW										
82 18	BUILDING	1625	.00	0	6500	.00	0	.00	19500	19500.00	0
82 **	CAPITAL OUTLAY - NEW	1625	.00	0	6500	.00	0	.00	19500	19500.00	0
602 ** **	PARKS, RECREAT & CULTURAL	11245	63990.23	569	44980	80300.79	179	1444.99	135000	53254.22	61
60 ** **		11245	63990.23	569	44980	80300.79	179	1444.99	135000	53254.22	61
DIV 4104	TOTAL *****										
	PARKS & RECREATION	11245	63990.23	569	44980	80300.79	179	1444.99	135000	53254.22	61

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

60													
602			PARKS, RECREAT & CULTURAL										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	50	6.59	13	200	19.77	10	.00	600	580.23	3
	50	**	OTHER CHARGES	50	6.59	13	200	19.77	10	.00	600	580.23	3
602	**	**	PARKS, RECREAT & CULTURAL	50	6.59	13	200	19.77	10	.00	600	580.23	3
60	**	**		50	6.59	13	200	19.77	10	.00	600	580.23	3
DIV	4106		TOTAL *****										
			CULTURAL	50	6.59	13	200	19.77	10	.00	600	580.23	3

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

60											
601			OPERATIONS & MAINTENANCE								
	30		CONTRACTUAL SERVICES								
	30	44	CUSTODIAL SERVICES	1125	1076.00	96	4500	3228.00	72	.00	13500
	30	**	CONTRACTUAL SERVICES	1125	1076.00	96	4500	3228.00	72	.00	13500
	60		MATERIALS & SUPPLIES								
	60	04	REPAIRS & MAINTENANCE	1250	221.32	18	5000	12065.11	241	.00	15000
	60	**	MATERIALS & SUPPLIES	1250	221.32	18	5000	12065.11	241	.00	15000
601	**	**	OPERATIONS & MAINTENANCE	2375	1297.32	55	9500	15293.11	161	.00	28500
60	**	**		2375	1297.32	55	9500	15293.11	161	.00	28500
DIV	4108		TOTAL *****								
			LIBRARY	2375	1297.32	55	9500	15293.11	161	.00	28500
DEPT	41		TOTAL *****								
			PUBLIC WORKS	130468	193782.95	149	521872	694811.08	133	102685.96	1565920

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

40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	8350	8463.66	101	33400	38883.65	116	.00	100200	61316.35	39
	10 04	OVERTIME	0	.42	0	0	.84	0	.00	0	.84	0
	10 **	SALARIES AND WAGES	8350	8464.08	101	33400	38884.49	116	.00	100200	61315.51	39
	20	BENEFITS										
	20 02	FICA	639	607.74	95	2556	2815.58	110	.00	7670	4854.42	37
	20 04	VA RETIREMENT SYSTEM	504	567.26	113	2016	2269.04	113	.00	6050	3780.96	38
	20 06	GROUP MEDICAL INSURANCE	617	674.70	109	2468	2698.80	109	.00	7410	4711.20	36
	20 08	GROUP LIFE INSURANCE	63	71.32	113	252	285.28	113	.00	760	474.72	38
	20 10	WORKER'S COMP	141	425.00	301	564	850.00	151	.00	1700	850.00	50
	20 **	BENEFITS	1964	2346.02	120	7856	8918.70	114	.00	23590	14671.30	38
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	83	.00	0	332	.00	0	.00	1000	1000.00	0
	30 08	MAINTENANCE SVC CONTRACTS	41	.00	0	164	.00	0	.00	500	500.00	0
	30 14	MISC & PROFESSIONAL SVCS	25	.00	0	100	.00	0	.00	300	300.00	0
	30 16	PHYSICALS	23	.00	0	92	119.96	130	.00	280	160.04	43
	30 **	CONTRACTUAL SERVICES	172	.00	0	688	119.96	17	.00	2080	1960.04	6
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	83	.00	0	332	.00	0	.00	1000	1000.00	0
	50 12	MOTOR VEHICLE INSURANCE	141	425.00	301	564	850.00	151	.00	1700	850.00	50
	50 24	SUBSISTANCE & LODGING	25	.00	0	100	.00	0	.00	300	300.00	0
	50 26	CONVENTIONS & EDUCATIONS	62	.00	0	248	.00	0	.00	750	750.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	12	.00	0	48	.00	0	.00	150	150.00	0
	50 **	OTHER CHARGES	323	425.00	132	1292	850.00	66	.00	3900	3050.00	22
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	29	.00	0	116	.00	0	.00	350	350.00	0
	60 06	FUELS & LUBRICANTS	2105	.00	0	8420	7616.21	91	.00	25270	17653.79	30
	60 08	VEHICLE & EQUIP R&M	291	.00	0	1164	1401.63	120	.00	3500	2098.37	40
	60 14	OTHER OPERATING SUPPLIES	41	.00	0	164	.00	0	.00	500	500.00	0
	60 18	SUPPLIES	25	.00	0	100	.00	0	.00	300	300.00	0
	60 **	MATERIALS & SUPPLIES	2491	.00	0	9964	9017.84	91	.00	29920	20902.16	30
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	6845	.00	0	27380	.00	0	.00	82150	82150.00	0
	81 **	CAPITAL OUTLAY - REPLACE	6845	.00	0	27380	.00	0	.00	82150	82150.00	0
	82	CAPITAL OUTLAY - NEW										
	82 02	VEHICLE	0	.00	0	0	.00	0	79732.00	0	79732.00-	0
	82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	79732.00	0	79732.00-	0
403	**	** PUBLIC TRANSPORTATION	20145	11235.10	56	80580	57790.99	72	79732.00	241840	104317.01	57
40	**	** ADMINISTRATION	20145	11235.10	56	80580	57790.99	72	79732.00	241840	104317.01	57

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

40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
DIV	6101	TOTAL *****										
		OPERATIONS	20145	11235.10	56	80580	57790.99	72	79732.00	241840	104317.01	57
DEPT	61	TOTAL *****										
		PUBLIC TRANSPORTATION	20145	11235.10	56	80580	57790.99	72	79732.00	241840	104317.01	57

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

40	ADMINISTRATION										
405	ECONOMIC DEVELOPMENT										
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	2083	.00	0	8332	.00	0	.00	25000	25000.00	0
30 14	MISC & PROFESSIONAL SVCS	416	.00	0	1664	.00	0	.00	5000	5000.00	0
30 **	CONTRACTUAL SERVICES	2499	.00	0	9996	.00	0	.00	30000	30000.00	0
50	OTHER CHARGES										
50 06	POSTAL SERVICES	41	.00	0	164	.00	0	.00	500	500.00	0
50 08	TELECOMMUNICATIONS	75	.00	0	300	.00	0	.00	900	900.00	0
50 24	SUBSISTANCE & LODGING	128	.00	0	512	.00	0	.00	1540	1540.00	0
50 26	CONVENTIONS & EDUCATIONS	105	.00	0	420	.00	0	.00	1260	1260.00	0
50 28	DUES & ASSOC MEMBERSHIPS	116	.00	0	464	.00	0	.00	1400	1400.00	0
50 32	MISCELLANEOUS	125	.00	0	500	.00	0	.00	1500	1500.00	0
50 63	ECONOMIC INCENTIVES	3512	.00	0	14048	110800.83	789	.00	42150	68650.83-	263
50 93	GRANT PROGRAM FUNDING	8333	.00	0	33332	6200.00	19	.00	100000	93800.00	6
50 **	OTHER CHARGES	12435	.00	0	49740	117000.83	235	.00	149250	32249.17	78
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	125	.00	0	500	.00	0	.00	1500	1500.00	0
60 12	BOOKS & SUBSCRIPTIONS	125	.00	0	500	.00	0	.00	1500	1500.00	0
60 **	MATERIALS & SUPPLIES	250	.00	0	1000	.00	0	.00	3000	3000.00	0
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	0	.00	0	0	346.47	0	.00	0	346.47-	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	346.47	0	.00	0	346.47-	0
82	CAPITAL OUTLAY - NEW										
82 18	BUILDING	48545	2100.00	4	194180	22137.37	11	6225.00	582540	554177.63	5
82 **	CAPITAL OUTLAY - NEW	48545	2100.00	4	194180	22137.37	11	6225.00	582540	554177.63	5
405 ** **	ECONOMIC DEVELOPMENT	63729	2100.00	3	254916	139484.67	55	6225.00	764790	619080.33	19
409	COMMUNITY DEVELOPMENT										
50	OTHER CHARGES										
50 93	GRANT PROGRAM FUNDING	0	3494.86	0	0	103920.34	0	87608.71	0	191529.05-	0
50 **	OTHER CHARGES	0	3494.86	0	0	103920.34	0	87608.71	0	191529.05-	0
409 ** **	COMMUNITY DEVELOPMENT	0	3494.86	0	0	103920.34	0	87608.71	0	191529.05-	0
40 ** **	ADMINISTRATION	63729	5594.86	9	254916	243405.01	96	93833.71	764790	427551.28	44
DIV 7101	TOTAL ***** ECONOMIC DEVELOPMENT	63729	5594.86	9	254916	243405.01	96	93833.71	764790	427551.28	44
DEPT 71	TOTAL ***** ECONOMIC DEVELOPMENT	63729	5594.86	9	254916	243405.01	96	93833.71	764790	427551.28	44

FUND 010 GENERAL FUND											
DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT											
*****CURRENT*****			*****YEAR-TO-DATE*****								
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40	ADMINISTRATION										
408	COMMUNITY DEVELOPMENT										
10	SALARIES AND WAGES										
10 02	REGULAR	13584	19781.20	146	54336	54530.40	100	.00	163010	108479.60	34
10 04	OVERTIME	25	.00	0	100	.00	0	.00	310	310.00	0
10 **	SALARIES AND WAGES	13609	19781.20	145	54436	54530.40	100	.00	163320	108789.60	33
20	BENEFITS										
20 02	FICA	1040	447.74	43	4160	2019.97	49	.00	12490	10470.03	16
20 04	VA RETIREMENT SYSTEM	1448	.00	0	5792	.00	0	.00	17380	17380.00	0
20 06	GROUP MEDICAL INSURANCE	2440	514.40	21	9760	2057.60	21	.00	29280	27222.40	7
20 08	GROUP LIFE INSURANCE	182	86.92	48	728	347.68	48	.00	2190	1842.32	16
20 18	VRS HYBRID EMPLOYER CONTR	0	626.56	0	0	2506.24	0	.00	0	2506.24-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	64.86	0	0	259.44	0	.00	0	259.44-	0
20 **	BENEFITS	5110	1740.48	34	20440	7190.93	35	.00	61340	54149.07	12
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	416	.00	0	1664	381.00	23	.00	5000	4619.00	8
30 14	MISC & PROFESSIONAL SVCS	1250	.00	0	5000	.00	0	.00	15000	15000.00	0
30 36	MOWING CONTRACT	41	.00	0	164	.00	0	.00	500	500.00	0
30 **	CONTRACTUAL SERVICES	1707	.00	0	6828	381.00	6	.00	20500	20119.00	2
50	OTHER CHARGES										
50 06	POSTAL SERVICES	83	.00	0	332	.00	0	.00	1000	1000.00	0
50 08	TELECOMMUNICATIONS	154	.00	0	616	121.32	20	.00	1850	1728.68	7
50 24	SUBSISTANCE & LODGING	125	.00	0	500	495.90	99	.00	1500	1004.10	33
50 26	CONVENTIONS & EDUCATIONS	208	.00	0	832	.00	0	.00	2500	2500.00	0
50 28	DUES & ASSOC MEMBERSHIPS	62	.00	0	248	.00	0	.00	750	750.00	0
50 32	MISCELLANEOUS	833	14.99	2	3332	44.97	1	.00	10000	9955.03	0
50 **	OTHER CHARGES	1465	14.99	1	5860	662.19	11	.00	17600	16937.81	4
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	208	.00	0	832	.00	0	.00	2500	2500.00	0
60 06	FUELS & LUBRICANTS	144	.00	0	576	.00	0	.00	1730	1730.00	0
60 12	BOOKS & SUBSCRIPTIONS	41	.00	0	164	.00	0	.00	500	500.00	0
60 **	MATERIALS & SUPPLIES	393	.00	0	1572	.00	0	.00	4730	4730.00	0
82	CAPITAL OUTLAY - NEW										
82 18	BUILDING	0	7517.91	0	0	7517.91	0	.00	0	7517.91-	0
82 **	CAPITAL OUTLAY - NEW	0	7517.91	0	0	7517.91	0	.00	0	7517.91-	0
408 ** **	COMMUNITY DEVELOPMENT	22284	29054.58	130	89136	70282.43	79	.00	267490	197207.57	26
40 ** **	ADMINISTRATION	22284	29054.58	130	89136	70282.43	79	.00	267490	197207.57	26
DIV 7201	TOTAL ***** COMMUNITY DEVELOPMENT	22284	29054.58	130	89136	70282.43	79	.00	267490	197207.57	26

FUND 010 GENERAL FUND				DEPT/DIV 7202 COMMUNITY DEVELOPMENT/MAIN STREET PROGRAM								
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40		ADMINISTRATION										
406		MAIN STREET COORDINATOR										
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	37	33.58	91	148	134.38	91	.00	450	315.62	30
	50 **	OTHER CHARGES	37	33.58	91	148	134.38	91	.00	450	315.62	30
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	125	.00	0	500	278.46	56	.00	1500	1221.54	19
	60 **	MATERIALS & SUPPLIES	125	.00	0	500	278.46	56	.00	1500	1221.54	19
406	** **	MAIN STREET COORDINATOR	162	33.58	21	648	412.84	64	.00	1950	1537.16	21
40	** **	ADMINISTRATION	162	33.58	21	648	412.84	64	.00	1950	1537.16	21
DIV	7202	TOTAL *****										
		MAIN STREET PROGRAM	162	33.58	21	648	412.84	64	.00	1950	1537.16	21

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

40		ADMINISTRATION										
400		COUNCIL / PLANNING COMM										
	50	OTHER CHARGES										
	50 24	SUBSISTANCE & LODGING	50	89.04	178	200	259.62	130	.00	600	340.38	43
	50 26	CONVENTIONS & EDUCATIONS	83	.00	0	332	550.00	166	.00	1000	450.00	55
	50 36	PLANNING COMMISSION	375	325.00	87	1500	1300.00	87	.00	4500	3200.00	29
	50 **	OTHER CHARGES	508	414.04	82	2032	2109.62	104	.00	6100	3990.38	35
400	** **	COUNCIL / PLANNING COMM	508	414.04	82	2032	2109.62	104	.00	6100	3990.38	35
40	** **	ADMINISTRATION	508	414.04	82	2032	2109.62	104	.00	6100	3990.38	35
DIV	7203	TOTAL *****										
		PLANNING COMMISSION	508	414.04	82	2032	2109.62	104	.00	6100	3990.38	35

FUND 010 GENERAL FUND				DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER									
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40			ADMINISTRATION										
409			COMMUNITY DEVELOPMENT										
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	833	.00	0	3332	.00	0	.00	10000	10000.00	0
	30	08	MAINTENANCE SVC CONTRACTS	1471	930.00	63	5884	3906.00	66	5670.55	17660	8083.45	54
	30	14	MISC & PROFESSIONAL SVCS	416	.00	0	1664	.00	0	.00	5000	5000.00	0
	30	26	IT NETWRK/WEBSITE SUPPORT	404	131.00	32	1616	484.00	30	.00	4850	4366.00	10
	30	**	CONTRACTUAL SERVICES	3124	1061.00	34	12496	4390.00	35	5670.55	37510	27449.45	27
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1333	.00	0	5332	.00	0	.00	16000	16000.00	0
	50	04	HEATING SERVICES	500	132.80	27	2000	223.46	11	.00	6000	5776.54	4
	50	06	POSTAL SERVICES	83	.00	0	332	.00	0	.00	1000	1000.00	0
	50	08	TELECOMMUNICATIONS	250	.00	0	1000	.00	0	.00	3000	3000.00	0
	50	10	PROPERTY INSURANCE	41	125.00	305	164	250.00	152	.00	500	250.00	50
	50	24	SUBSISTANCE & LODGING	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50	32	MISCELLANEOUS	208	.00	0	832	.00	0	.00	2500	2500.00	0
	50	**	OTHER CHARGES	2665	257.80	10	10660	473.46	4	.00	32000	31526.54	2
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	1250	.00	0	5000	268.03	5	.00	15000	14731.97	2
	60	04	REPAIRS & MAINTENANCE	500	.00	0	2000	109.50	6	.00	6000	5890.50	2
	60	**	MATERIALS & SUPPLIES	1750	.00	0	7000	377.53	5	.00	21000	20622.47	2
409	**	**	COMMUNITY DEVELOPMENT	7539	1318.80	18	30156	5240.99	17	5670.55	90510	79598.46	12
40	**	**	ADMINISTRATION	7539	1318.80	18	30156	5240.99	17	5670.55	90510	79598.46	12
DIV	7204		TOTAL *****										
			SPARK INNOVATION CENTER	7539	1318.80	18	30156	5240.99	17	5670.55	90510	79598.46	12
DEPT	72		TOTAL *****										
			COMMUNITY DEVELOPMENT	30493	30821.00	101	121972	78045.88	64	5670.55	366050	282333.57	23

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

80		NON DEPARTMENT										
801		NON DEPARTMENTAL										
	50	OTHER CHARGES										
	50 32	MISCELLANEOUS	3641	13500.00	371	14564	21000.00	144	.00	43700	22700.00	48
	50 62	CONTRIBUTION - SENIOR CTR	83	.00	0	332	.00	0	.00	1000	1000.00	0
	50 69	UNCLE BILLY'S DAY FUNDING	0	.00	0	0	1500.00	0	.00	0	1500.00-	0
	50 70	RECREATION PROGRAM	8333	25000.00	300	33332	50000.00	150	.00	100000	50000.00	50
	50 72	CONTRIBUTION - FIRE DEPT	1250	15000.00	1200	5000	15000.00	300	.00	15000	.00	100
	50 74	CONTRIBUTION-MAIN ST PGM	833	.00	0	3332	.00	0	.00	10000	10000.00	0
	50 **	OTHER CHARGES	14140	53500.00	378	56560	87500.00	155	.00	169700	82200.00	52
801	** **	NON DEPARTMENTAL	14140	53500.00	378	56560	87500.00	155	.00	169700	82200.00	52
80	** **	NON DEPARTMENT	14140	53500.00	378	56560	87500.00	155	.00	169700	82200.00	52
DIV	9101	TOTAL *****										
		CONTRIBUTIONS	14140	53500.00	378	56560	87500.00	155	.00	169700	82200.00	52

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

80		NON DEPARTMENT										
801		NON DEPARTMENTAL										
	60	MATERIALS & SUPPLIES										
	60 06	FUELS & LUBRICANTS	833	.00	0	3332	5272.09	158	.00	10000	4727.91	53
	60 **	MATERIALS & SUPPLIES	833	.00	0	3332	5272.09	158	.00	10000	4727.91	53
	82	CAPITAL OUTLAY - NEW										
	82 30	IMPRVMNTS OTHER THAN BLDG	0	36817.05	0	0	54357.69	0	.00	0	54357.69-	0
	82 **	CAPITAL OUTLAY - NEW	0	36817.05	0	0	54357.69	0	.00	0	54357.69-	0
801	** **	NON DEPARTMENTAL	833	36817.05	4420	3332	59629.78	1790	.00	10000	49629.78-	596
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 01	TO CEMETERY FUND	8940	.00	0	35760	.00	0	.00	107280	107280.00	0
	70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	21664	.00	0	.00	65000	65000.00	0
	70 08	EDA CHECKING ACCOUNT	0	.00	0	0	7500.00	0	.00	0	7500.00-	0
	70 **	TRANSFER OUT	14356	.00	0	57424	7500.00	13	.00	172280	164780.00	4
802	** **	TRANSFER OUT	14356	.00	0	57424	7500.00	13	.00	172280	164780.00	4
80	** **	NON DEPARTMENT	15189	36817.05	242	60756	67129.78	111	.00	182280	115150.22	37
DIV	9102	TOTAL *****										
		NON DEPARTMENT	15189	36817.05	242	60756	67129.78	111	.00	182280	115150.22	37

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

80	NON DEPARTMENT										
801	NON DEPARTMENTAL										
10	SALARIES AND WAGES										
10 02	REGULAR	5369	16107.50	300	21476	35022.42	163	.00	64430	29407.58	54
10 **	SALARIES AND WAGES	5369	16107.50	300	21476	35022.42	163	.00	64430	29407.58	54
20	BENEFITS										
20 02	FICA	410	1232.50	301	1640	2675.59	163	.00	4930	2254.41	54
20 04	VA RETIREMENT SYSTEM	488	1465.00	300	1952	2930.00	150	.00	5860	2930.00	50
20 06	GROUP MEDICAL INSURANCE	515	1545.00	300	2060	3090.00	150	.00	6180	3090.00	50
20 08	GROUP LIFE INSURANCE	61	185.00	303	244	370.00	152	.00	740	370.00	50
20 **	BENEFITS	1474	4427.50	300	5896	9065.59	154	.00	17710	8644.41	51
30	CONTRACTUAL SERVICES										
30 36	MOWING CONTRACT	833	.00	0	3332	.00	0	.00	10000	10000.00	0
30 **	CONTRACTUAL SERVICES	833	.00	0	3332	.00	0	.00	10000	10000.00	0
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	42	.00	0	168	67.20	40	.00	510	442.80	13
50 **	OTHER CHARGES	42	.00	0	168	67.20	40	.00	510	442.80	13
60	MATERIALS & SUPPLIES										
60 06	FUELS & LUBRICANTS	26	.00	0	104	245.05	236	.00	320	74.95	77
60 **	MATERIALS & SUPPLIES	26	.00	0	104	245.05	236	.00	320	74.95	77
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	2916	41445.00	1421	11664	41445.00	355	41490.00	35000	47935.00-	237
81 **	CAPITAL OUTLAY - REPLACE	2916	41445.00	1421	11664	41445.00	355	41490.00	35000	47935.00-	237
801 ** **	NON DEPARTMENTAL	10660	61980.00	581	42640	85845.26	201	41490.00	127970	634.74	100
80 ** **	NON DEPARTMENT	10660	61980.00	581	42640	85845.26	201	41490.00	127970	634.74	100
DIV 9105	TOTAL *****										
	AVOCA	10660	61980.00	581	42640	85845.26	201	41490.00	127970	634.74	100
DEPT 91	TOTAL *****										
	NON DEPARTMENT	39989	152297.05	381	159956	240475.04	150	41490.00	479950	197984.96	59
FUND 010	TOTAL *****										
	GENERAL FUND	503396	566161.23	113	2013584	2155973.04	107	370794.97	6041770	3515001.99	42

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

60												
601 OPERATIONS & MAINTENANCE												
60 MATERIALS & SUPPLIES												
60	28	STORM DRAINAGE	4016	560.84	14	16064	1805.77	11	.00	48200	46394.23	4
60	36	PAVEMENT	33333	.00	0	133332	80.51	0	.00	400000	399919.49	0
60	40	TRAFFIC CONTROL DEVICE	4733	17929.03	379	18932	34058.94	180	.00	56800	22741.06	60
60	**	MATERIALS & SUPPLIES	42082	18489.87	44	168328	35945.22	21	.00	505000	469054.78	7
81 CAPITAL OUTLAY - REPLACE												
81	02	VEHICLE REPLACEMENT	2126	.00	0	8504	5262.25	62	43975.75	25520	23718.00	- 193
81	06	MACHINERY & EQUIPMENT	83	.00	0	332	96840.12	9169	96840.12	1000	192680.24	-9368
81	**	CAPITAL OUTLAY - REPLACE	2209	.00	0	8836	102102.37	1156	140815.87	26520	216398.24	- 916
601	**	** OPERATIONS & MAINTENANCE	44291	18489.87	42	177164	138047.59	78	140815.87	531520	252656.54	53
606												
60 MATERIALS & SUPPLIES												
60	30	ENGINEERING R & M	833	.00	0	3332	114.75	3	.00	10000	9885.25	1
60	44	SNOW & ICE REMOVAL	5000	1353.52	27	20000	1964.42	10	4398.50	60000	53637.08	11
60	46	OTHER TRAFFIC SVCS RDSIDE	4166	5769.94	139	16664	23788.98	143	.00	50000	26211.02	48
60	**	MATERIALS & SUPPLIES	9999	7123.46	71	39996	25868.15	65	4398.50	120000	89733.35	25
606	**	**	9999	7123.46	71	39996	25868.15	65	4398.50	120000	89733.35	25
607												
50 ADMINISTRATION AND MISC												
50 OTHER CHARGES												
50	32	MISCELLANEOUS	8333	.00	0	33332	.00	0	.00	100000	100000.00	0
50	**	OTHER CHARGES	8333	.00	0	33332	.00	0	.00	100000	100000.00	0
607	**	** ADMINISTRATION AND MISC	8333	.00	0	33332	.00	0	.00	100000	100000.00	0
608												
81 CAPITAL OUTLAY												
81 CAPITAL OUTLAY - REPLACE												
81	30	IMPRVMNTS OTHER THAN BLDG	2083	.00	0	8332	.00	0	.00	25000	25000.00	0
81	**	CAPITAL OUTLAY - REPLACE	2083	.00	0	8332	.00	0	.00	25000	25000.00	0
82 CAPITAL OUTLAY - NEW												
82	30	IMPRVMNTS OTHER THAN BLDG	6250	.00	0	25000	.00	0	.00	75000	75000.00	0
82	**	CAPITAL OUTLAY - NEW	6250	.00	0	25000	.00	0	.00	75000	75000.00	0
608	**	** CAPITAL OUTLAY	8333	.00	0	33332	.00	0	.00	100000	100000.00	0
60	**	**	70956	25613.33	36	283824	163915.74	58	145214.37	851520	542389.89	36
DIV	4101	TOTAL *****										
		MAIN OF STREETS & HWYS	70956	25613.33	36	283824	163915.74	58	145214.37	851520	542389.89	36
DEPT	41	TOTAL *****										
		PUBLIC WORKS	70956	25613.33	36	283824	163915.74	58	145214.37	851520	542389.89	36
FUND	020	TOTAL *****										
		STATE HIGHWAY REIMB FUND	70956	25613.33	36	283824	163915.74	58	145214.37	851520	542389.89	36

FUND 050 WATER & SEWER FUND											
DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	
SUB		SUB	DESCRIPTION								
70			UTILITIES								
701			WATER								
	10		SALARIES AND WAGES								
	10	02	REGULAR	1762	1627.21	92	7048	7256.32	103	.00	21150
	10	04	OVERTIME	10	3.82	38	40	7.64	19	.00	130
	10	**	SALARIES AND WAGES	1772	1631.03	92	7088	7263.96	103	.00	21280
	20		BENEFITS								
	20	02	FICA	135	100.71	75	540	459.46	85	.00	1630
	20	04	VA RETIREMENT SYSTEM	187	187.92	101	748	751.68	101	.00	2250
	20	06	GROUP MEDICAL INSURANCE	327	327.42	100	1308	1309.68	100	.00	3930
	20	08	GROUP LIFE INSURANCE	23	23.62	103	92	94.48	103	.00	280
	20	**	BENEFITS	672	639.67	95	2688	2615.30	97	.00	8090
701	**	**	WATER	2444	2270.70	93	9776	9879.26	101	.00	29370
702			SEWER								
	10		SALARIES AND WAGES								
	10	02	REGULAR	1175	1084.78	92	4700	4837.52	103	.00	14100
	10	04	OVERTIME	7	2.54	36	28	5.08	18	.00	90
	10	**	SALARIES AND WAGES	1182	1087.32	92	4728	4842.60	102	.00	14190
	20		BENEFITS								
	20	02	FICA	90	67.15	75	360	306.31	85	.00	1090
	20	04	VA RETIREMENT SYSTEM	125	125.26	100	500	501.04	100	.00	1500
	20	06	GROUP MEDICAL INSURANCE	218	218.28	100	872	873.12	100	.00	2620
	20	08	GROUP LIFE INSURANCE	15	15.76	105	60	63.04	105	.00	190
	20	**	BENEFITS	448	426.45	95	1792	1743.51	97	.00	5400
702	**	**	SEWER	1630	1513.77	93	6520	6586.11	101	.00	19590
70	**	**	UTILITIES	4074	3784.47	93	16296	16465.37	101	.00	48960
DIV	1101		TOTAL *****								
			ADMINISTRATION	4074	3784.47	93	16296	16465.37	101	.00	48960
DEPT	11		TOTAL *****								
			GENERAL GOVERNMENT	4074	3784.47	93	16296	16465.37	101	.00	48960

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

70		UTILITIES										
701		WATER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	31428	22281.65	71	125712	104148.23	83	.00	377140	272991.77	28
	10 04	OVERTIME	1287	1319.86	103	5148	5033.96	98	.00	15450	10416.04	33
	10 **	SALARIES AND WAGES	32715	23601.51	72	130860	109182.19	83	.00	392590	283407.81	28
	20	BENEFITS										
	20 02	FICA	2502	1728.00	69	10008	8028.07	80	.00	30030	22001.93	27
	20 04	VA RETIREMENT SYSTEM	3090	1162.60	38	12360	4650.40	38	.00	37090	32439.60	13
	20 06	GROUP MEDICAL INSURANCE	4818	2372.76	49	19272	10160.68	53	.00	57820	47659.32	18
	20 08	GROUP LIFE INSURANCE	388	291.22	75	1552	1192.44	77	.00	4660	3467.56	26
	20 18	VRS HYBRID EMPLOYER CONTR	0	881.50	0	0	3690.12	0	.00	0	3690.12-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	272.46	0	0	1145.44	0	.00	0	1145.44-	0
	20 **	BENEFITS	10798	6708.54	62	43192	28867.15	67	.00	129600	100732.85	22
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	2508	3832.00	153	10032	11333.21	113	.00	30100	18766.79	38
	30 14	MISC & PROFESSIONAL SVCS	1666	.00	0	6664	.00	0	.00	20000	20000.00	0
	30 16	PHYSICALS	66	100.00	152	264	100.00	38	.00	800	700.00	13
	30 20	WATER PURCHASES - CC	6250	18502.60	296	25000	23466.10	94	.00	75000	51533.90	31
	30 24	R & M GROUNDS, BLDGS, RDS	1166	275.00	24	4664	369.36	8	.00	14000	13630.64	3
	30 26	IT NETWRK/WEBSITE SUPPORT	48	47.83	100	192	191.32	100	.00	570	378.68	34
	30 **	CONTRACTUAL SERVICES	11704	22757.43	194	46816	35459.99	76	.00	140470	105010.01	25
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	9166	7258.37	79	36664	22031.17	60	.00	110000	87968.83	20
	50 04	HEATING SERVICES	333	130.90	39	1332	199.28	15	.00	4000	3800.72	5
	50 08	TELECOMMUNICATIONS	916	694.71	76	3664	3295.33	90	.00	11000	7704.67	30
	50 10	PROPERTY INSURANCE	800	2425.00	303	3200	4850.00	152	.00	9610	4760.00	51
	50 12	MOTOR VEHICLE INSURANCE	45	137.50	306	180	275.00	153	.00	550	275.00	50
	50 18	GENERAL LIABILITY INSUR	375	1150.00	307	1500	2300.00	153	.00	4500	2200.00	51
	50 24	SUBSISTANCE & LODGING	250	.00	0	1000	.00	0	.00	3000	3000.00	0
	50 26	CONVENTIONS & EDUCATIONS	416	90.00-	22-	1664	1060.00	64	.00	5000	3940.00	21
	50 28	DUES & ASSOC MEMBERSHIPS	83	.00	0	332	772.00	233	.00	1000	228.00	77
	50 30	REFUNDS	41	.00	0	164	.00	0	.00	500	500.00	0
	50 32	MISCELLANEOUS	166	.00	0	664	.00	0	.00	2000	2000.00	0
	50 64	SAMPLE TESTING	1250	998.96	80	5000	1855.82	37	.00	15000	13144.18	12
	50 66	FEES PAID TO COMMONWEALTH	458	.00	0	1832	5037.00	275	.00	5500	463.00	92
	50 68	PROFESSIONAL LICENSES	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50 88	LOAN ISSUANCE COSTS	0	21694.53	0	0	21694.53	0	.00	0	21694.53-	0
	50 **	OTHER CHARGES	14424	34399.97	239	57696	63370.13	110	.00	173160	109789.87	37
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	500	321.57	64	2000	514.58	26	.00	6000	5485.42	9
	60 04	REPAIRS & MAINTENANCE	4166	.00	0	16664	1535.93	9	.00	50000	48464.07	3
	60 06	FUELS & LUBRICANTS	665	.00	0	2660	1582.25	60	.00	7980	6397.75	20
	60 08	VEHICLE & EQUIP R&M	250	13.30	5	1000	313.60	31	.00	3000	2686.40	11
	60 10	UNIFORMS	604	.00	0	2416	1520.06	63	.00	7250	5729.94	21
	60 11	SAFETY EQUIP & PROGRAMS	208	.00	0	832	633.35	76	.00	2500	1866.65	25

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

70			UTILITIES										
701			WATER										
60	14		OTHER OPERATING SUPPLIES	11250	23318.46	207	45000	54925.72	122	.00	135000	80074.28	41
60	15		LABORATORY TEST CHEMICALS	1250	2310.01	185	5000	5058.29	101	.00	15000	9941.71	34
60	24		SMALL TOOLS	166	.00	0	664	.00	0	.00	2000	2000.00	0
60	25		SMALL EQUIPMENT	625	.00	0	2500	2421.87	97	.00	7500	5078.13	32
60	**		MATERIALS & SUPPLIES	19684	25963.34	132	78736	68505.65	87	.00	236230	167724.35	29
70			TRANSFER OUT										
70	05		TO RESERVES	5744	.00	0	22976	.00	0	.00	68930	68930.00	0
70	**		TRANSFER OUT	5744	.00	0	22976	.00	0	.00	68930	68930.00	0
90			DEBT SERVICE										
90	02		PRINCIPAL	25666	.00	0	102664	308000.00	300	.00	308000	.00	100
90	04		INTEREST	7500	.00	0	30000	46426.69	155	.00	90000	43573.31	52
90	**		DEBT SERVICE	33166	.00	0	132664	354426.69	267	.00	398000	43573.31	89
91			DEBT SERVICE-2020A										
91	02		PRINCIPAL	9243	.00	0	36972	.00	0	.00	110920	110920.00	0
91	04		INTEREST	8166	.00	0	32664	44927.56	138	.00	98000	53072.44	46
91	**		DEBT SERVICE-2020A	17409	.00	0	69636	44927.56	65	.00	208920	163992.44	22
701	**	**	WATER	145644	113430.79	78	582576	704739.36	121	.00	1747900	1043160.64	40
70	**	**	UTILITIES	145644	113430.79	78	582576	704739.36	121	.00	1747900	1043160.64	40
DIV	5001		TOTAL *****										
			OPERATIONS	145644	113430.79	78	582576	704739.36	121	.00	1747900	1043160.64	40

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

70		UTILITIES										
703		BEDFORD PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	833	265.55	32	3332	1490.77	45	.00	10000	8509.23	15
	50 08	TELECOMMUNICATIONS	58	58.64	101	232	235.90	102	.00	700	464.10	34
	50 **	OTHER CHARGES	891	324.19	36	3564	1726.67	48	.00	10700	8973.33	16
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	1000	.00	0	.00	3000	3000.00	0
	60 **	MATERIALS & SUPPLIES	250	.00	0	1000	.00	0	.00	3000	3000.00	0
703	** **	BEDFORD PUMP STATION	1141	324.19	28	4564	1726.67	38	.00	13700	11973.33	13
704		LOLA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	83	24.35	29	332	68.87	21	.00	1000	931.13	7
	50 08	TELECOMMUNICATIONS	58	58.64	101	232	235.90	102	.00	700	464.10	34
	50 **	OTHER CHARGES	141	82.99	59	564	304.77	54	.00	1700	1395.23	18
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	8	.00	0	32	.00	0	.00	100	100.00	0
	60 **	MATERIALS & SUPPLIES	8	.00	0	32	.00	0	.00	100	100.00	0
704	** **	LOLA PUMP STATION	149	82.99	56	596	304.77	51	.00	1800	1495.23	17
709		MELINDA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	90.95	11	3200	170.51	5	.00	9600	9429.49	2
	50 08	TELECOMMUNICATIONS	45	.00	0	180	.00	0	.00	550	550.00	0
	50 **	OTHER CHARGES	845	90.95	11	3380	170.51	5	.00	10150	9979.49	2
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	125	.00	0	500	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	125	.00	0	500	.00	0	.00	1500	1500.00	0
709	** **	MELINDA PUMP STATION	970	90.95	9	3880	170.51	4	.00	11650	11479.49	2
70	** **	UTILITIES	2260	498.13	22	9040	2201.95	24	.00	27150	24948.05	8
DIV	5002	TOTAL *****										
		PUMP STATION	2260	498.13	22	9040	2201.95	24	.00	27150	24948.05	8

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

70		UTILITIES										
706		MCMINNIS SPRING										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	665.30	83	3200	1983.02	62	.00	9600	7616.98	21
	50 08	TELECOMMUNICATIONS	66	61.11	93	264	245.61	93	.00	800	554.39	31
	50 **	OTHER CHARGES	866	726.41	84	3464	2228.63	64	.00	10400	8171.37	21
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	1000	122.19	12	.00	3000	2877.81	4
	60 14	OTHER OPERATING SUPPLIES	625	.00	0	2500	2958.69	118	.00	7500	4541.31	39
	60 15	LABORATORY TEST CHEMICALS	250	600.00	240	1000	1100.86	110	.00	3000	1899.14	37
	60 **	MATERIALS & SUPPLIES	1125	600.00	53	4500	4181.74	93	.00	13500	9318.26	31
706	** **	MCMINNIS SPRING	1991	1326.41	67	7964	6410.37	81	.00	23900	17489.63	27
707		REYNOLDS SPRING										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1062	1128.77	106	4248	3990.43	94	.00	12750	8759.57	31
	50 08	TELECOMMUNICATIONS	133	100.14	75	532	500.57	94	.00	1600	1099.43	31
	50 **	OTHER CHARGES	1195	1228.91	103	4780	4491.00	94	.00	14350	9859.00	31
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	1000	843.51	84	.00	3000	2156.49	28
	60 14	OTHER OPERATING SUPPLIES	541	.00	0	2164	2302.49	106	.00	6500	4197.51	35
	60 15	LABORATORY TEST CHEMICALS	250	600.00	240	1000	1100.86	110	.00	3000	1899.14	37
	60 **	MATERIALS & SUPPLIES	1041	600.00	58	4164	4246.86	102	.00	12500	8253.14	34
707	** **	REYNOLDS SPRING	2236	1828.91	82	8944	8737.86	98	.00	26850	18112.14	33
70	** **	UTILITIES	4227	3155.32	75	16908	15148.23	90	.00	50750	35601.77	30
DIV	5003	TOTAL *****										
		SPRINGS	4227	3155.32	75	16908	15148.23	90	.00	50750	35601.77	30

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

70		UTILITIES											
708		TANKS & INDUSTRIAL METERS											
	50	OTHER CHARGES											
	50 02	ELECTRICAL SERVICES		100	2048.58	2049	400	7623.30	1906	.00	1200	6423.30-	635
	50 08	TELECOMMUNICATIONS		125	103.75	83	500	415.00	83	.00	1500	1085.00	28
	50 **	OTHER CHARGES		225	2152.33	957	900	8038.30	893	.00	2700	5338.30-	298
	60	MATERIALS & SUPPLIES											
	60 04	REPAIRS & MAINTENANCE		208	450.00	216	832	897.22	108	.00	2500	1602.78	36
	60 **	MATERIALS & SUPPLIES		208	450.00	216	832	897.22	108	.00	2500	1602.78	36
708	** **	TANKS & INDUSTRIAL METERS		433	2602.33	601	1732	8935.52	516	.00	5200	3735.52-	172
70	** **	UTILITIES		433	2602.33	601	1732	8935.52	516	.00	5200	3735.52-	172
DIV	5004	TOTAL *****											
		TANKS & INDUSTRIAL METERS		433	2602.33	601	1732	8935.52	516	.00	5200	3735.52-	172

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

70			UTILITIES											
701			WATER											
	81		CAPITAL OUTLAY - REPLACE											
	81	02	VEHICLE REPLACEMENT	1666	100.00	6	6664	45980.63	690	3.12	20000	25983.75-	230	
	81	06	MACHINERY & EQUIPMENT	11545	.00	0	46180	40404.07	88	7772.57	138550	90373.36	35	
	81	18	BUILDING	2083	.00	0	8332	.00	0	.00	25000	25000.00	0	
	81	22	WATER SYSTEM	3833	215843.96	5631	15332	217952.52	1422	.00	46000	171952.52-	474	
	81	30	IMPRVMNTS OTHER THAN BLDG	45500	.00	0	182000	.00	0	.00	546000	546000.00	0	
	81	35	MELINDA TANK HPZ	0	82000.00	0	0	123500.00	0	.00	0	123500.00-	0	
	81	37	SCADA SYSTEM UPGRADE	19166	.00	0	76664	.00	0	.00	230000	230000.00	0	
	81	**	CAPITAL OUTLAY - REPLACE	83793	297943.96	356	335172	427837.22	128	7775.69	1005550	569937.09	43	
	82		CAPITAL OUTLAY - NEW											
	82	06	MACHINERY & EQUIPMENT	89583	.00	0	358332	7197.83	2	.00	1075000	1067802.17	1	
	82	16	LAND	0	.00	0	0	19866.00	0	.00	0	19866.00-	0	
	82	**	CAPITAL OUTLAY - NEW	89583	.00	0	358332	27063.83	8	.00	1075000	1047936.17	3	
701	**	**	WATER	173376	297943.96	172	693504	454901.05	66	7775.69	2080550	1617873.26	22	
70	**	**	UTILITIES	173376	297943.96	172	693504	454901.05	66	7775.69	2080550	1617873.26	22	
DIV	5010	TOTAL	*****											
		WATER	CAPITAL OUTLAY	173376	297943.96	172	693504	454901.05	66	7775.69	2080550	1617873.26	22	
DEPT	50	TOTAL	*****											
		WATER	DEPARTMENT	325940	417630.53	128	1303760	1185926.11	91	7775.69	3911550	2717848.20	31	

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

70		UTILITIES										
702		SEWER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	41105	34008.16	83	164420	148552.80	90	.00	493260	344707.20	30
	10 04	OVERTIME	691	617.85	89	2764	1126.14	41	.00	8300	7173.86	14
	10 **	SALARIES AND WAGES	41796	34626.01	83	167184	149678.94	90	.00	501560	351881.06	30
	20	BENEFITS										
	20 02	FICA	3197	2428.29	76	12788	10630.75	83	.00	38370	27739.25	28
	20 04	VA RETIREMENT SYSTEM	4121	2458.60	60	16484	9834.40	60	.00	49460	39625.60	20
	20 06	GROUP MEDICAL INSURANCE	7204	5035.98	70	28816	19851.14	69	.00	86450	66598.86	23
	20 08	GROUP LIFE INSURANCE	518	461.06	89	2072	1790.60	86	.00	6220	4429.40	29
	20 18	VRS HYBRID EMPLOYER CONTR	0	1086.40	0	0	3954.06	0	.00	0	3954.06-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	122.92	0	0	456.32	0	.00	0	456.32-	0
	20 **	BENEFITS	15040	11593.25	77	60160	46517.27	77	.00	180500	133982.73	26
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	875	988.65	113	3500	1171.07	34	.00	10500	9328.93	11
	30 14	MISC & PROFESSIONAL SVCS	1666	.00	0	6664	.00	0	.00	20000	20000.00	0
	30 16	PHYSICALS	125	.00	0	500	.00	0	.00	1500	1500.00	0
	30 24	R & M GROUNDS, BLDGS, RDS	541	1250.00	231	2164	1250.00	58	.00	6500	5250.00	19
	30 **	CONTRACTUAL SERVICES	3207	2238.65	70	12828	2421.07	19	.00	38500	36078.93	6
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	31250	12300.34	39	125000	80799.60	65	.00	375000	294200.40	22
	50 04	HEATING SERVICES	291	114.49	39	1164	196.89	17	.00	3500	3303.11	6
	50 08	TELECOMMUNICATIONS	833	699.82	84	3332	2987.06	90	.00	10000	7012.94	30
	50 10	PROPERTY INSURANCE	800	2425.00	303	3200	4850.00	152	.00	9600	4750.00	51
	50 12	MOTOR VEHICLE INSURANCE	166	512.50	309	664	1024.70	154	.00	2000	975.30	51
	50 18	GENERAL LIABILITY INSUR	375	1150.00	307	1500	2300.00	153	.00	4500	2200.00	51
	50 24	SUBSISTANCE & LODGING	83	.00	0	332	.00	0	.00	1000	1000.00	0
	50 26	CONVENTIONS & EDUCATIONS	250	.00	0	1000	1974.00	197	.00	3000	1026.00	66
	50 28	DUES & ASSOC MEMBERSHIPS	41	.00	0	164	.00	0	.00	500	500.00	0
	50 30	REFUNDS	62	.00	0	248	.00	0	.00	750	750.00	0
	50 32	MISCELLANEOUS	62	.00	0	248	.00	0	.00	750	750.00	0
	50 64	SAMPLE TESTING	916	.00	0	3664	2200.30	60	.00	11000	8799.70	20
	50 66	FEES PAID TO COMMONWEALTH	875	.00	0	3500	9657.00	276	.00	10500	843.00	92
	50 67	SAMPLE TESTING / IN HOUSE	437	.00	0	1748	5023.80	287	.00	5250	226.20	96
	50 68	PROFESSIONAL LICENSES	125	.00	0	500	.00	0	.00	1500	1500.00	0
	50 88	LOAN ISSUANCE COSTS	0	98830.62	0	0	98830.62	0	.00	0	98830.62-	0
	50 90	EOP ENVIRON. SAMPLING	416	.00	0	1664	.00	0	.00	5000	5000.00	0
	50 **	OTHER CHARGES	36982	116032.77	314	147928	209843.97	142	.00	443850	234006.03	47
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	504	.00	0	2016	490.55	24	.00	6050	5559.45	8
	60 04	REPAIRS & MAINTENANCE	5250	2145.73	41	21000	13029.62	62	434.80	63000	49535.58	21
	60 06	FUELS & LUBRICANTS	1440	.00	0	5760	2494.84	43	.00	17290	14795.16	14
	60 08	VEHICLE / EQUIP R&M	416	1305.36	314	1664	2271.64	137	.00	5000	2728.36	45
	60 10	UNIFORMS	583	.00	0	2332	1798.03	77	438.16	7000	4763.81	32
	60 11	SAFETY EQUIP & PROGRAMS	416	.00	0	1664	1252.85	75	.00	5000	3747.15	25

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

70			UTILITIES										
702			SEWER										
	60	14	OTHER OPERATING SUPPLIES	6066	552.52	9	24264	25160.53	104	.00	72800	47639.47	35
	60	24	SMALL TOOLS	125	.00	0	500	.00	0	.00	1500	1500.00	0
	60	50	LABORATORY TEST EQUIP	2500	1262.10	51	10000	11710.35	117	2265.61	30000	16024.04	47
	60	**	MATERIALS & SUPPLIES	17300	5265.71	30	69200	58208.41	84	3138.57	207640	146293.02	30
	70		TRANSFER OUT										
	70	05	TO RESERVES	5743	.00	0	22972	.00	0	.00	68920	68920.00	0
	70	**	TRANSFER OUT	5743	.00	0	22972	.00	0	.00	68920	68920.00	0
	90		DEBT SERVICE										
	90	04	INTEREST	11135	.00	0	44540	.00	0	.00	133620	133620.00	0
	90	**	DEBT SERVICE	11135	.00	0	44540	.00	0	.00	133620	133620.00	0
	91		DEBT SERVICE-2020A										
	91	02	PRINCIPAL	6423	.00	0	25692	.00	0	.00	77080	77080.00	0
	91	04	INTEREST	5208	.00	0	20832	31220.85	150	.00	62500	31279.15	50
	91	**	DEBT SERVICE-2020A	11631	.00	0	46524	31220.85	67	.00	139580	108359.15	22
702	**	**	SEWER	142834	169756.39	119	571336	497890.51	87	3138.57	1714170	1213140.92	29
70	**	**	UTILITIES	142834	169756.39	119	571336	497890.51	87	3138.57	1714170	1213140.92	29
DIV	5101		TOTAL *****										
			OPERATIONS	142834	169756.39	119	571336	497890.51	87	3138.57	1714170	1213140.92	29

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

70		UTILITIES												
705		RIVERVIEW PUMP STATION												
	50	OTHER CHARGES												
	50	02	ELECTRICAL SERVICES	1083	.00	0	4332	952.22	22	.00	13000	12047.78	7	
	50	08	TELECOMMUNICATIONS	83	58.64	71	332	235.90	71	.00	1000	764.10	24	
	50	**	OTHER CHARGES	1166	58.64	5	4664	1188.12	26	.00	14000	12811.88	9	
	60	MATERIALS & SUPPLIES												
	60	04	REPAIRS & MAINTENANCE	833	.00	0	3332	1299.14	39	.00	10000	8700.86	13	
	60	**	MATERIALS & SUPPLIES	833	.00	0	3332	1299.14	39	.00	10000	8700.86	13	
705	**	**	RIVERVIEW PUMP STATION	1999	58.64	3	7996	2487.26	31	.00	24000	21512.74	10	
70	**	**	UTILITIES	1999	58.64	3	7996	2487.26	31	.00	24000	21512.74	10	
DIV	5102	TOTAL *****												
		PUMP STATION		1999	58.64	3	7996	2487.26	31	.00	24000	21512.74	10	

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

70		UTILITIES												
702		SEWER												
	81	CAPITAL OUTLAY - REPLACE												
	81 02	VEHICLE REPLACEMENT	1666	100.00	6	6664	66496.13	998	33185.90	20000	79682.03-	498		
	81 06	MACHINERY & EQUIPMENT	12770	.00	0	51080	2120.07	4	.43-	153250	151130.36	1		
	81 18	BUILDING	4250	.00	0	17000	.00	0	.00	51000	51000.00	0		
	81 20	SEWER SYSTEM	131853	.00	0	527412	690632.30	131	.00	1582240	891607.70	44		
	81 30	IMPRVMNTS OTHER THAN BLDG	62500	6490.76	10	250000	6490.76	3	10000.00	750000	733509.24	2		
	81 37	SCADA SYSTEM UPGRADE	29166	.00	0	116664	.00	0	.00	350000	350000.00	0		
	81 40	ELECTRICAL	130683	26880.00	21	522732	102434.44	20	.00	1568200	1465765.56	7		
	81 **	CAPITAL OUTLAY - REPLACE	372888	33470.76	9	1491552	868173.70	58	43185.47	4474690	3563330.83	20		
	82	CAPITAL OUTLAY - NEW												
	82 06	MACHINERY & EQUIPMENT	0	.00	0	0	119450.00	0	240197.00	0	359647.00-	0		
	82 20	SEWER SYSTEM	57875	.00	0	231500	.00	0	.00	694500	694500.00	0		
	82 **	CAPITAL OUTLAY - NEW	57875	.00	0	231500	119450.00	52	240197.00	694500	334853.00	52		
702	** **	SEWER	430763	33470.76	8	1723052	987623.70	57	283382.47	5169190	3898183.83	25		
70	** **	UTILITIES	430763	33470.76	8	1723052	987623.70	57	283382.47	5169190	3898183.83	25		
DIV	5110	TOTAL *****												
		SEWER CAPITAL OUTLAY	430763	33470.76	8	1723052	987623.70	57	283382.47	5169190	3898183.83	25		
DEPT	51	TOTAL *****												
		SEWER DEPARTMENT	575596	203285.79	35	2302384	1488001.47	65	286521.04	6907360	5132837.49	26		

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

71			DISTRIBUTION & COLLECTION											
711			DISTRIBUTION											
	10		SALARIES AND WAGES											
	10	02	REGULAR	8850	6635.03	75	35400	29347.00	83	.00	106210	76863.00	28	
	10	04	OVERTIME	275	296.17	108	1100	855.58	78	.00	3300	2444.42	26	
	10	**	SALARIES AND WAGES	9125	6931.20	76	36500	30202.58	83	.00	109510	79307.42	28	
	20		BENEFITS											
	20	02	FICA	698	494.96	71	2792	2175.32	78	.00	8380	6204.68	26	
	20	04	VA RETIREMENT SYSTEM	934	286.48	31	3736	1145.92	31	.00	11210	10064.08	10	
	20	06	GROUP MEDICAL INSURANCE	1807	984.80	55	7228	3682.00	51	.00	21690	18008.00	17	
	20	08	GROUP LIFE INSURANCE	117	96.24	82	468	388.76	83	.00	1410	1021.24	28	
	20	18	VRS HYBRID EMPLOYER CONTR	0	425.72	0	0	1730.07	0	.00	0	1730.07-	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	53.36	0	0	216.27	0	.00	0	216.27-	0	
	20	**	BENEFITS	3556	2341.56	66	14224	9338.34	66	.00	42690	33351.66	22	
	30		CONTRACTUAL SERVICES											
	30	08	MAINTENANCE SVC CONTRACTS	250	.00	0	1000	114.75	12	.00	3000	2885.25	4	
	30	16	PHYSICALS	25	.00	0	100	.00	0	.00	300	300.00	0	
	30	30	GIS MAPPING UPDATES	416	16.74	4	1664	87.30	5	.00	5000	4912.70	2	
	30	**	CONTRACTUAL SERVICES	691	16.74	2	2764	202.05	7	.00	8300	8097.95	2	
	50		OTHER CHARGES											
	50	08	TELECOMMUNICATIONS	25	.00	0	100	57.33	57	.00	300	242.67	19	
	50	24	SUBSISTANCE & LODGING	41	.00	0	164	.00	0	.00	500	500.00	0	
	50	26	CONVENTIONS & EDUCATIONS	66	.00	0	264	.00	0	.00	800	800.00	0	
	50	65	METER TESTING/REPLACEMENT	1250	.00	0	5000	.00	0	.00	15000	15000.00	0	
	50	76	MISS UTILITY	54	30.98	57	216	75.61	35	.00	650	574.39	12	
	50	**	OTHER CHARGES	1436	30.98	2	5744	132.94	2	.00	17250	17117.06	1	
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	20	.00	0	80	.00	0	.00	250	250.00	0	
	60	04	REPAIRS & MAINTENANCE	4166	4557.05	109	16664	13241.09	80	.00	50000	36758.91	27	
	60	06	FUELS & LUBRICANTS	775	.00	0	3100	1163.24	38	.00	9300	8136.76	13	
	60	08	VEHICLE & EQUIP R&M	520	163.34	31	2080	731.41	35	.00	6250	5518.59	12	
	60	10	UNIFORMS	216	.00	0	864	324.88	38	.00	2600	2275.12	13	
	60	11	SAFETY EQUIP & PROGRAMS	108	.00	0	432	.00	0	.00	1300	1300.00	0	
	60	25	SMALL EQUIPMENT	116	.00	0	464	195.67	42	.00	1400	1204.33	14	
	60	**	MATERIALS & SUPPLIES	5921	4720.39	80	23684	15656.29	66	.00	71100	55443.71	22	
711	**	**	DISTRIBUTION	20729	14040.87	68	82916	55532.20	67	.00	248850	193317.80	22	
712			COLLECTION											
	10		SALARIES AND WAGES											
	10	02	REGULAR	8850	6635.00	75	35400	29258.47	83	.00	106210	76951.53	28	
	10	04	OVERTIME	275	159.77	58	1100	719.13	65	.00	3300	2580.87	22	
	10	**	SALARIES AND WAGES	9125	6794.77	75	36500	29977.60	82	.00	109510	79532.40	27	

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

71		DISTRIBUTION & COLLECTION										
712		COLLECTION										
20		BENEFITS										
20 02		FICA	698	494.87	71	2792	2174.98	78	.00	8380	6205.02	26
20 04		VA RETIREMENT SYSTEM	934	286.48	31	3736	1145.92	31	.00	11210	10064.08	10
20 06		GROUP MEDICAL INSURANCE	1807	984.80	55	7228	3682.00	51	.00	21690	18008.00	17
20 08		GROUP LIFE INSURANCE	117	96.20	82	468	388.56	83	.00	1410	1021.44	28
20 18		VRS HYBRID EMPLOYER CONTR	0	425.68	0	0	1729.93	0	.00	0	1729.93-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	53.30	0	0	216.01	0	.00	0	216.01-	0
20 **		BENEFITS	3556	2341.33	66	14224	9337.40	66	.00	42690	33352.60	22
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	125	.00	0	500	864.75	173	.00	1500	635.25	58
30 16		PHYSICALS	25	.00	0	100	.00	0	.00	300	300.00	0
30 26		IT NETWRK/WEBSITE SUPPORT	48	47.83	100	192	191.32	100	.00	570	378.68	34
30 30		GIS MAPPING UPDATES	416	16.74	4	1664	87.30	5	.00	5000	4912.70	2
30 **		CONTRACTUAL SERVICES	614	64.57	11	2456	1143.37	47	.00	7370	6226.63	16
50		OTHER CHARGES										
50 08		TELECOMMUNICATIONS	25	.00	0	100	57.33	57	.00	300	242.67	19
50 24		SUBSISTANCE & LODGING	41	.00	0	164	.00	0	.00	500	500.00	0
50 26		CONVENTIONS & EDUCATIONS	66	.00	0	264	.00	0	.00	800	800.00	0
50 76		MISS UTILITY	54	30.97	57	216	75.59	35	.00	650	574.41	12
50 **		OTHER CHARGES	186	30.97	17	744	132.92	18	.00	2250	2117.08	6
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	20	.00	0	80	.00	0	.00	250	250.00	0
60 04		REPAIRS & MAINTENANCE	2916	57.50	2	11664	5934.05	51	.00	35000	29065.95	17
60 06		FUELS & LUBRICANTS	775	.00	0	3100	1163.24	38	.00	9300	8136.76	13
60 08		VEHICLE & EQUIP R&M	520	128.49	25	2080	696.55	34	.00	6250	5553.45	11
60 10		UNIFORMS	208	.00	0	832	324.89	39	.00	2500	2175.11	13
60 11		SAFETY EQUIP & PROGRAMS	108	.00	0	432	.00	0	.00	1300	1300.00	0
60 25		SMALL EQUIPMENT	108	.00	0	432	195.66	45	.00	1300	1104.34	15
60 **		MATERIALS & SUPPLIES	4655	185.99	4	18620	8314.39	45	.00	55900	47585.61	15
81		CAPITAL OUTLAY - REPLACE										
81 30		IMPRVMNTS OTHER THAN BLDG	833	.00	0	3332	.00	0	.00	10000	10000.00	0
81 **		CAPITAL OUTLAY - REPLACE	833	.00	0	3332	.00	0	.00	10000	10000.00	0
712 ** **		COLLECTION	18969	9417.63	50	75876	48905.68	65	.00	227720	178814.32	22
71 ** **		DISTRIBUTION & COLLECTION	39698	23458.50	59	158792	104437.88	66	.00	476570	372132.12	22
DIV 5201		TOTAL ***** OPERATIONS	39698	23458.50	59	158792	104437.88	66	.00	476570	372132.12	22
DEPT 52		TOTAL ***** DISTRIBUTION & COLLECTION	39698	23458.50	59	158792	104437.88	66	.00	476570	372132.12	22
FUND 050		TOTAL ***** WATER & SEWER FUND	945308	648159.29	69	3781232	2794830.83	74	294296.73	11344440	8255312.44	27

FUND 070 COMMUNITY IMPROV FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

80		NON DEPARTMENT										
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 03	TO GENERAL FUND	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
	70 **	TRANSFER OUT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
802	** **	TRANSFER OUT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
80	** **	NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
DIV	9102	TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
DEPT	91	TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
FUND 070		TOTAL *****										
		COMMUNITY IMPROV FUND	0	.00	0	0	60000.00	0	.00	0	60000.00-	0

FUND 090 CEMETERY FUND											
DEPT/DIV 0000											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60											
603	CEMETERY										
10	SALARIES AND WAGES										
10 02	REGULAR	1250	807.25	65	5000	5924.14	119	.00	15000	9075.86	40
10 04	OVERTIME	83	.00	0	332	623.66	188	.00	1000	376.34	62
10 **	SALARIES AND WAGES	1333	807.25	61	5332	6547.80	123	.00	16000	9452.20	41
20	BENEFITS										
20 02	FICA	102	58.67	58	408	457.27	112	.00	1230	772.73	37
20 04	VA RETIREMENT SYSTEM	133	.00	0	532	.00	0	.00	1600	1600.00	0
20 06	GROUP MEDICAL INSURANCE	145	130.21	90	580	987.94	170	.00	1750	762.06	57
20 08	GROUP LIFE INSURANCE	16	11.67	73	64	72.25	113	.00	200	127.75	36
20 18	VRS HYBRID EMPLOYER CONTR	0	76.48	0	0	503.20	0	.00	0	503.20-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	12.68	0	0	67.72	0	.00	0	67.72-	0
20 **	BENEFITS	396	289.71	73	1584	2088.38	132	.00	4780	2691.62	44
30	CONTRACTUAL SERVICES										
30 36	MOWING CONTRACT	2083	1000.00	48	8332	1000.00	12	.00	25000	24000.00	4
30 **	CONTRACTUAL SERVICES	2083	1000.00	48	8332	1000.00	12	.00	25000	24000.00	4
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	833	.00	0	3332	.00	0	.00	10000	10000.00	0
60 60	OPENING/CLOSING GRAVES	125	.00	0	500	.00	0	.00	1500	1500.00	0
60 **	MATERIALS & SUPPLIES	958	.00	0	3832	.00	0	.00	11500	11500.00	0
70	TRANSFER OUT										
70 01	TO CEMETERY RESERVE	2270	.00	0	9080	.00	0	.00	27250	27250.00	0
70 **	TRANSFER OUT	2270	.00	0	9080	.00	0	.00	27250	27250.00	0
82	CAPITAL OUTLAY - NEW										
82 06	MACHINERY & EQUIPMENT	4000	.00	0	16000	39780.00	249	79560.00	48000	71340.00-	249
82 **	CAPITAL OUTLAY - NEW	4000	.00	0	16000	39780.00	249	79560.00	48000	71340.00-	249
603 ** **	CEMETERY	11040	2096.96	19	44160	49416.18	112	79560.00	132530	3553.82	97
60 ** **		11040	2096.96	19	44160	49416.18	112	79560.00	132530	3553.82	97
DIV 0000	TOTAL *****	11040	2096.96	19	44160	49416.18	112	79560.00	132530	3553.82	97
DEPT 00	TOTAL *****	11040	2096.96	19	44160	49416.18	112	79560.00	132530	3553.82	97
FUND 090	TOTAL *****	11040	2096.96	19	44160	49416.18	112	79560.00	132530	3553.82	97
	CEMETERY FUND										
GRAND	TOTAL *****	1530700	1242030.81	81	6122800	5224135.79	85	889866.07	18370260	12256258.14	33

Town of Altavista
Investment and Deposit Totals
Balance as of October 31, 2022



General Fund Reserves

Money Market Account	4,092,784.01	
Certificate of Deposit	3,074,543.22	
LGIP	5,707,061.37	
Sub-Total		\$ 12,874,388.60

Enterprise Fund Reserves

Money Market Account	230,125.03	
Certificate of Deposit		
LGIP	2,583,363.42	
Sub-Total		\$ 2,813,488.45

Highway Fund

Money Market Account	57,350.00	
Certificate of Deposit	0.00	
LGIP	1,016,933.38	
Sub-Total		\$ 1,074,283.38

Green Hill Cemetery

Money Market Account	79,199.02	
Certificate of Deposit	640,921.10	
LGIP	78,045.31	
Sub-Total		\$ 798,165.43

AEDA

Money Market Account	0.00	
Certificate of Deposit	0.00	
LGIP	232,944.77	
Sub-Total		\$ 232,944.77

Federal Forfeiture Account \$0.00

State Forfeiture Account \$7,944.87

Operating Cash Account \$ 2,689,047.10

Grand Total Investments and Deposits \$ 20,490,262.60

Designated Balance \$ 16,968,138.45

Undesignated Balance \$ 3,522,124.15

DISTRIBUTION OF UNDESIGNATED FUNDS

Policy Money	5,095,522.00
PCB	435,967.59
Accrued Liability	186,161.36
ED remaining balance of \$35,000 (website and marketing)	6,240.00
Earmarked for AOT No Interest Loan Program - Grant (5/11/21)	20,821.44
"Pop-Up" Altavista Funding - Downtown Business Invest Grant	2,764.12
Funds carried over for projects not completed during prior FY	1,204,545.31
Canoe Launch Site	58,056.17
CIP Items Earmarked for Future Purchase	192,680.00
Park Improvements as designated by Roberta F. Jenks' Estate	48,968.32
Park Improvements	11,300.00
AVOCA Maintenance Funds	172,348.59
Main St Sidewalk Extension Match (VDOT)	0.00
Theater Transfer In FY2022 Budget	983,770.00
Proceeds from sale of Armory	212,826.00
ARPA Funding - 1st Tranche & 2nd Tranche	3,533,782.00
EARMARKED FUNDS	\$ 12,165,752.90

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)	3,211,965
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)	1,883,557
Total Reserve Policy Funds		5,095,522



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

CONSENT AGENDA

Title: Lynch Creek Clearing & Restoration Project - Bid Award

Staff Resource: Tom Fore, Public Services Director

Action(s):

Approve as presented

Explanation:

At their October 25th Work Session, there was a unanimous consensus of Town Council to place this item on the November 8th Consent Agenda.

Background:

This action will authorize Staff to move forward with this previously approved CIP project, and to award the contract to the lowest bid, NatureChem.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.C

CONSENT AGENDA

Title: Public Works - Surplus Request

Staff Resource: Jeff Arthur, Public Works Manager

Action(s):

Consider approval as presented

Explanation:

Public Works Surplus Request- to surplus two old vehicles that have been replaced with new ones.

- 2002 Dodge Van - replaced with 2022 Chevy Colorado Pickup Truck
- 2008 Ford Explorer - replaced with a 2022 Dodge Service Truck

Background:

At the October 25th Work Session, Town Council unanimously voted to place this item on the November 8th Consent Agenda.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.D

CONSENT AGENDA

Title: Town Council Meeting Minutes

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Consideration of Approval

Explanation:

August 2022 Work Session

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. Town Council WS Minutes 8.23.22

Town Council Work Session, Tuesday, August 23, 2022

The August 2022 Work Session for Altavista’s Town Council was held in Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, August 23rd, at 5:00 PM.

Mayor Mike Mattox called the meeting to order and presided.

Town Council

Members present: Vice Mayor Reggie Bennett
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham (entered at 5:06pm)
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Also Present: Mr. Gary Shanaberger, Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Thomas Merricks, APD Chief of Police
Ms. Sharon D. Williams, Community Development Director
Mr. Tom Fore, Public Services Director
Mr. Jeff Arthur, Public Works Manager
Mr. John Eller, Town Attorney
Mrs. Crystal Hailey, Assistant Town Clerk

1. Agenda Adoption

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the August 2022 Council Work Session Agenda, to which there were none.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tracy Emerson, to approve the agenda as presented.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Timothy George	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

2. Recognitions and Presentations

There were no items scheduled in this category.

3. Citizen’s Time

Mayor Mattox asked if there were any citizens present that would like to come before Town Council regarding a non-agenda item. There were no citizen comments.

4. Items Referred from Previous Meetings

4.1 Jenks River Trail Discussion

Under previous direction from Town Council, Public Services Director Tom Fore presented Council with the estimated cost for (21B) stone to complete the Jenks River Trail Project, \$252,000, at both needed locations, if done by an outside contractor.

Councilman Mitchell asked how long it would take the town’s Public Works Department to complete the project.

Mr. Fore stated that Public Works could only work on the project a little at a time, therefore he estimated a potential timeframe of 3yrs for the town to complete the work themselves.

Town Council Work Session, Tuesday, August 23, 2022

Councilman George referenced the large field at the back area of English Park. He stated, since the funds previously allocated to turn the area into sports practice fields were re-allocated to help fund the Jenks River Trail Project, he asked if the project could be considered at a future meeting.

Councilman Mitchell reminded Council that the funds were reallocated to also help balance the FY2023 Budget, and that there was a consensus of Council at that time to move the Multi-purpose Fields Project to the following fiscal year (2024).

Mayor Mattox suggested the matter be discussed during the FY2024 draft CIP process.

Councilman Higginbotham asked Mr. Fore if the town had enough staff at that time to continue working on the Jenks River Trail Project.

Mr. Fore stated that Public Works was almost fully staffed and, after mowing season was over, the department would return to the Jenks project.

Councilman Emerson stated he favored the Jenks River Trail Project moving forward and asked when the 2nd pedestrian bridge would be installed.

Mr. Fore informed Council that the contractor, English Construction, was diligently working to prepare the area for the new bridge's installation and should be completed within a week's time.

Mr. Emerson also referenced the aforementioned back fields of English Park and stated, what to do with the area had been discussed for many years and he was in favor of the Multi-purpose Fields Project being discussed again during the FY2024 draft CIP process.

Vice Mayor Reggie Bennett stated there was another CIP project that he was an advocate for that also had to be moved to another fiscal year in order to help balance the FY2023 Budget. He stated it was a difficult process deciding which projects to move forward and which items to postpone. He said the town may need to consider increasing its revenue or cutting back on having multiple projects going at one time.

Mr. Bennett referenced the post-meeting notes taken by staff for the Town Manager and asked that Town Council members also receive the notes as a reminder of the actions/votes taken and directions given to staff during meetings. Staff agreed to do so.

Councilman Higginbotham asked what scope of work needed to be done to get the back field in English Park ready for use as practice fields for area youth sports.

Councilman George said that Campbell County started the work when they owned the property, but the field needed "touch-ups" on grading and seeding.

Councilman Higginbotham said he believed the field needed to be mowed as close to the ground as possible, in order to evaluate its condition.

This item was postponed for further discussion.

At this time the Town Council elected to move item #9, Closed Session, up on the agenda.

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)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Town Council Work Session, Tuesday, August 23, 2022

The motion was made by Vice Mayor Reggie Bennett, and seconded by Councilman Tracy Emerson.

Motion carried.

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

Town Council went into Closed Session at 5:24 p.m.

Council entered back into regular session at 6:12 p.m.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Wayne Mitchell, 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 identified in the motion convening the closed meeting were heard, discussed, or considered by Town Council.

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

There was no direction to Staff or official actions taken after this Closed Session.

5. New Business

5.1 FY2022 Carryover Requests

Background:

At times, a project's completion date does not coincide with the end of the fiscal year (June 30th). As such, funds need to be “carried over” into the current budget period, to support the incomplete activities.

Mrs. Tobie Shelton, Altavista’s Director of Finance and Administration stated that Staff was requesting to carryover unexpended funds totaling \$1,624,050, for projects budgeted in FY2022 that were not completed during that fiscal year. She stated the itemized breakdown of the carryover request was included in Council’s agenda packet.

Mayor Mattox asked the Town Council if they had any questions regarding this request, to which there were none. There was a unanimous consensus of Town Council to place this item on the September 13th Regular Meeting Consent Agenda for official approval.

5.2 FY2022 Year-end Budget Amendments and Departmental Transfers

Background:

Items that arise during a fiscal year, that have been previously approved by the Town Council, require amendments to the budget. A memo was included in Council’s agenda packet that indicated the nature of the budget amendment requests, as well as the reason and when Council directed Staff on the action. Some items may be receipt of unbudgeted revenue, which also requires an amendment to the budget.

Director of Finance, Tobie Shelton, addressed the Town Council regarding this agenda item. She stated the requested budget amendments were to revise the FY2022 Budget to reflect changes that had occurred during the fiscal year.

Mayor Mattox asked the Town Council if they had any questions regarding this request, to which there were none.

There was a unanimous consensus of Town Council to place this item on the September 13th Regular Meeting Consent Agenda for official approval.

5.3 Altavista Police Department (APD) Request to Purchase Ford F150 Responder Vehicle

Background:

The town's current CIP budget allowed for the replacement of a police vehicle.

Chief Merricks asked for Council's approval to replace an existing SUV with a Ford F150 Responder, a quad cab truck with a five foot bed, and if approved, the vehicle would be outfitted and used on patrol. He said the F150 was proven to be a tough vehicle, and he believed the APD having a truck would be a great asset to the department and its community service.

Chief Merricks stated the purchase of the F150 could be done with the existing budgeted funds. He requested Town Council's consideration for approval of the F150 Responder.

Mayor Mattox asked Council if they had any questions regarding the APD's request.

Councilman Mitchell asked Chief Merricks if he believed an F150 truck would be as versatile for the police department as an SUV.

Chief Merricks stated that he believed it would be more versatile because the F150 truck could be outfitted with a cage to contain criminals, the same as an SUV, with the luxury of being a truck with a bed for multiple uses.

Councilman Emerson informed Council that his employer, the Campbell County Sheriff's Office, had trucks in their fleet and he believed the trucks were a tremendous asset.

Vice Mayor Bennett stated, with the Staunton River running adjacent to Altavista, he believed the APD having a truck would be beneficial for emergency situations.

Councilman Higginbotham stated, since a truck was heavier built than an SUV, he asked if it was necessary to add the police package to the requested F150 truck.

Chief Merricks stated that a "police package" was pertaining more to a heavier suspension for everyday use than it was to the motor, and he believed it was essential to help the truck hold up better and last the desired timeframe.

Mr. Higginbotham asked Chief Merricks to investigate the difference in operation costs between an F150 truck and an SUV, particularly when used as a take-home vehicle.

Mayor Mattox reminded Council that the APD only had a few officers that lived in town, and he believed a take-home vehicle was a good incentive to encourage officers to live within town limits.

There was a unanimous consensus of Town Council to allow Chief Merricks to purchase an F150 Responder quad cab truck as the replacement vehicle budgeted for in the CIP.

5.4 Purchase of Real Property – for use in the DHCD Acquire-Renovate-Sell Program

Background:

Town Staff identified a town parcel with a derelict structure and addressed, per code, the concern with the property owner for remediating the matter. The owner previously had the property listed for sale and, after staff's inquiry, confirmed it was still available.

The aforementioned property owner also informed staff of two additional parcels that he owned in town that were vacant and available for sale. Staff approached Town Council with the information, and Council was supportive of acquiring the three properties, for use in the Altavista's Acquire-Renovate-Sell Program, a DHCD housing program.

Assistant Town Manager Matt Perkins informed Town Council that an Agreement-of-Sale had been signed by the aforementioned property owner for the town's purchase of Tax Parcels 83A-20-12A, 83A-20-12, and 83A-11-57-13.

Mr. Perkins stated that staff was seeking authorization to place this item on Town Council's September's Regular Meeting Consent Agenda for approval of a \$7,500 expenditure from the General Fund Reserves to complete the purchase of said properties.

There was a unanimous vote of Town Council to place this item on the September 13th Consent Agenda for official approval.

5.5 Dearing Ford Industrial and Manufacturing Park (DFIMP)

Public Services Director Tom Fore referenced the DFIMP fields and stated, currently the town maintained and mowed the said fields. He informed Town Council that staff had recently been approached by an individual inquiring about the possibility of them mowing the fields, free of charge to the town, in exchange for the hay produced from mowing.

Mr. Fore stated, if approved, staff would work with the Town Attorney to draft an RFQ to advertise the work; to include the stipulation of the contractor awarded the job would carry their own insurance, so that there would be no liability for the town. He stated, at that time, staff was seeking direction from Town Council whether they wished to allow the option of outsourcing the mowing responsibilities of this property.

Mayor Mattox asked Council for their input on this matter.

There was a unanimous approval of Town Council to authorize Town Staff to move forward with the process of outsourcing the responsibility of mowing the fields at the Dearing Ford Industrial and Manufacturing Park, working with the Town Attorney to draft an RFQ, and including in the contract the requirement for the contractor to carry the appropriate insurance. This service to be free of charge to the town in exchange for the collected hay from mowing the property.

6. Unfinished Business

6.1 Town of Altavista – State Route 29 Guide Signs

The Service Signs (large blue signs) on State Rt 29 approaching the RT 43 exit, both northbound and southbound, have been identified as needing information that guide motorists to Town attractions such as Avoca, English Park (and Splash Pad), and Dalton's Landing Canoe Launch. Town Council directed Staff to research, collect, and report information related to securing signage for the Specific Service Signs along State Route 29.

Assistant Town Manager Matt Perkins reminded Town Council that the Economic Development Budget was identified as the funding source for this item, under "Contractual Services: Advertising", for both the annual fee and the one-time printing and shipping expenses.

Mr. Perkins referenced the "brown sign" previously inquired by Council for Dalton's Landing Canoe Launch and stated that a third-party contractor handled the SGS Program for VDOT regarding the aforementioned signs. He shared, while there was no annual fee involved with brown signs, there was a \$250 application fee, plus the cost to fabricate and install the sign, which would range from \$2,000 to \$5,000, depending on size.

Mayor Mattox asked if the Economic Development Budget would also cover the brown sign.

Mr. Perkins stated that the Economic Development Budget was only identified to cover the cost of the Rt. 29 guide signs, which included Dalton's Landing, however, he would investigate if there were additional funds available to cover the cost of having a brown sign at Dalton's Landing, if Council desired.

Mayor Mattox asked Town Council if they had any questions regarding this item.

Councilman Higginbotham asked, if a guide sign was damaged, who was in charge of fixing or replacing the sign.

Mr. Perkins stated, once installed, VDOT was responsible for maintaining the guide signs.

There was a unanimous consensus of the Town Council to place this item on the September 13th Consent Agenda for official approval; without a brown sign for Dalton's Landing.

7. Informational Items from Staff

7.1 Updates from the Town Manager

- Town Manager Gary Shanaberger reminded Town Council that the Town of Altavista would be conducting a (required) public hearing on the proposed issuance of bonds of the Town, in one or more series, in the estimated maximum principal amount of \$11,600,000, for the purpose of financing capital improvements related to the Town's water and sewer infrastructure/systems.

Mr. Shanaberger stated that the Public Hearing would be conducted during Town Council's Regular Meeting on Tuesday, September 13th, 2022, beginning at 6:00pm, in Council Chambers, 510 Seventh Street, Altavista; and any interested persons may appear at such time and place and present their views.

- Mr. Shanaberger referenced the grant pre-application submitted by the town to the Virginia Business-Ready Site Program regarding the 83 acres recently purchased as part of the Dearing Ford Industrial and Manufacturing Park. He stated that the pre-application was successful.

Mr. Shanaberger informed Council that staff met with Jamie Gillespie, LRBA, on Friday, August 19th to discuss the town's next steps in the process, and the information she needed from the town in order to submit the actual grant application for the potential funds of \$240,000. He stated the town could use the funds for planning purposes, such as environmental and utility studies.

- Mr. Shanaberger stated that Town Staff Managers and Supervisors would be starting the first of three training classes on Tuesday, September 20th, with the next two scheduled for Wednesday, October 19th and Thursday, December 1st.

7.2 Altavista Post Office – Regarding Back Alley

Assistant Town Manager Matt Perkins referenced Council's June 28th, 2022 Work Session, when Ben Campbell, Altavista Post Office Officer-In-Charge, presented Council with a request to change the back alley of the Post Office into a one-way street. He stated, after multiple meetings between Town Staff and Mr. Campbell, staff drafted a proposed plan for Council's consideration.

Councilman Mitchell asked if a public hearing was needed for this item.

Mr. Perkins answered no, since the alley was town-owned property, a public hearing was not required, however, staff would make every effort to inform citizens of the change ahead of its completion.

Mr. Perkins shared with Council a map of the alley and the proposed plan, as drafted by Town Staff after multiple meetings with Public Works, and Mr. Campbell, which portrayed changing the post office alley into a one-way street, in the direction of entering the alley from 7th Street, going to Washington Street.

Mr. Perkins stated that Staff had contacted businesses adjacent to the alley for their input and shared the proposed plan, which was found favorable. He informed Council, in an effort to promote additional safety in that area, a speed bump and stop sign had been added behind the library, where 8th Street enters the public parking lot on Washington Street.

Mr. Perkins said, if Council desired, that Public Works was prepared to have the post office alley project completed within the next 60-90 days.

There was a Consensus of Council for Staff to move forward with the proposed plan as presented; to turn the alley behind the Altavista Post Office into a one-way street, in the direction of entering the alley from 7th Street, going to Washington Street.

7.3 Town of Altavista's Economic Development Incentive Policy for Downtown Altavista

Assistant Town Manager Matt Perkins referenced Altavista's Downtown Incentive Policy, adopted June 8th, 2021. He stated, with funding appropriated annually to this initiative, he informed Council that two applications had recently been approved under this program; one for rent subsidy, and one for façade improvements.

There were no questions or comments from Council regarding this item.

8. Matters from Town Council

- Councilman Tracy Emerson referenced the town's Emergency Overflow Pond (EOP) and asked Public Services Director Tom Fore for an update on the progress of the Mister/De-watering CIP Project for the EOP.

Mr. Fore stated that the Mister was ordered and received and would be in operation as soon as the electrical portion of the installation was complete.

- Councilman Emerson also stated, with the Mister only costing \$200,000 of the previously appropriated \$600,000 for addressing the pond's PCB issue, he asked Mr. Fore, did the town need to continue holding the remaining \$400,000 in reserves.

Mr. Fore stated he did not have a need for the remaining \$400,000 for this project. He stated the next step for his staff was to fill the EOP pond with dirt.

Councilman Higginbotham asked Mr. Fore if he would need any of the remaining funds for purchasing fill dirt for the EOP.

Mr. Fore answered that he would not. He said the Public Works Department had been stockpiling dirt to utilize for this project.

Mr. Emerson suggested that Town Council consider reappropriating the remaining \$400,000 back into the General fund to use on other town projects.

- Councilman Tim George asked if the Ash Tree Removal Project had been completed for English Park.

Public Works Manager Jeff Arthur said that he would contact the project's contractor for an update and keep Council informed of the progress.

There were no other questions or comments from Town Council.

Town Council Work Session, Tuesday, August 23, 2022

9. Closed Session, conducted by Town Council

This session was conducted earlier in the meeting.

Regarding: *Section 2.2-371 1 (A)(8)* Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, specifically, legal issues associated with the zoning and other regulation of solar development in the Town.

10. Adjournment

Mayor Mattox asked if there were any additional comments or concerns from Town Council, to which there were none.

The August 23rd, 2022, Council Work Session was adjourned at 6:59 p.m.

Michael Mattox, Mayor of Altavista

Gary Shanaberger, Town Manager/Town Clerk



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.A

NEW BUSINESS

Title: Town Hall - Spark Internet Connection

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Receive an update from staff and provide direction.

Explanation:

Staff will provide an update on Town Council's request for staff to explore connecting Town Hall's internet service to the Spark Innovation Center.

Background:

In preparation for the conversion of the vacant fire station to the Spark Innovation Center, the Town worked with River Street Networks and Mid Atlantic Broadband to extend the fiber connection from the alley into the building. The Town entered into a contract with River Street Networks to provide a 50/50Mb connection to the building at a cost of \$930 per month for three years.

Staff met with River Street Networks and ITG to discuss the project and determined that a connection could be made. A proposal was received from ITG to install the cable and necessary equipment, and to reconfigure the Town's network for \$10,770. This would eliminate the monthly Comcast bill for Administration and Police which is \$5,769.70 annually.

Funding Source(s):

This is an unbudgeted item, in the amount of \$10,770.

Attachments: *(click item to open)*

Attachment. Spark - Town Hall Connection

SCOPE OF WORK

INSTALL 6 STRAND DIRECT BURIAL FIBER OPTIC CABLE FROM THE MAIN COMMUNICATION CLOSET IN TOWN HALL TO THE NEW SPARK BUILDING
INSTALL 1U FIBER RACK MOUNT KIT IN MDF AND NEW SPARK BUILDING

INSTALL HARDWARE FOR FIBER CONNECTION

INSTALL TWO GBIC FIBER MODULES TO CONNECT FIBER TO SWITCHES

TERMINATE AND TEST FIBER

REPURPOSE EXISTING SG350 SWITCH FOR NEW SPARK BUILDING

CONFIGURE VLAN SPARK NETWORK - SEPARATE FROM TOWN OF ALTAVISTA LOCAL AREA NETWORK

RECONFIGURE TOWN HALL & TOWN POLICE DEPARTMENT NETWORKS FOR MID-ATLANTIC FIBER CONNECTION

RECONFIGURE PUBLIC WORKS, WATER, WASTE, SPLASH PARK NETWORKS TO CONNECT USING MID-ATLANTIC GATEWAY FOR TOWN HALL

WORK WITH CENTRAL SQUARE TO UPDATE INTERFACE CONNECTIONS FOR NAVILINE

ONCE CONFIRMED, WORK WITH TOBIE SHELTON TO DECOMMISSION THE COMCAST MODEMS FOR TOWN HALL & TOWN POLICE DEPARTMENT

4VOICE SEAT ADDITIONS \$11.99/SEAT OR SHARED SEAT \$10/SEAT

4VOICE DID FOR 10 SEAT ADDITIONS \$1.00 EACH

2 REFURBISHED CP 860 CONFERENCE PHONES INSTALLED AT NO ADDITIONAL COST



PROPOSAL

Project Fee (one-time price)	\$10,770.35
ITG Managed Service monthly support (12 months)	\$217.04

Installation Dates: OCTOBER 2022

TOWN OF ALTAVISTA — SPARK BUILDING

Print

Sign

Date

INTEGRATED TECHNOLOGY GROUP, INC.

Print

Sign

Date

- ✓ *Service will begin upon receipt of 75% deposit*
- ✓ *Project will begin upon receipt of 75% deposit*

Recap	Amount
Products	\$4,991.35
Software Recurring	\$7.04
Installation Labor	\$5,550.00
Managed Services	\$210.00
Subtotal	\$10,758.39
Shipping	\$229.00
Total	\$10,987.39

Recurring Expenses	Amount
Software Recurring	\$7.04
Managed Services	\$210.00
Recurring Total	\$217.04



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.B

NEW BUSINESS

Title: Planning Commission Appointment

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Consider Approving the Planning Commission's Recommendation

Explanation:

The Planning Commission unanimously recommended John Jordan for re-appointment as their Chairman, for another 4-year term.

Background:

Mr. Jordan's current term expires November 30th, 2022.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 9.A

UNFINISHED BUSINESS

Title: Status Report:
Sedimentation and Solids Handling Improvements

Staff Resource: Tom Fore, Public Services Director

Action(s):

Staff seeking Council's approval to accept the grant funds and move forward with the project.

Explanation:

After awaiting approval from VDH for a \$3 million loan for this project; the letter of approval was recently received, with a \$2.3 million forgiveness. Staff seeks Council's approval to accept the grant and move forward.

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. Altavista VDH Grant and Loan Information



COMMONWEALTH of VIRGINIA

Colin M. Greene, MD, MPH
State Health Commissioner

Department of Health
P O BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

November 1, 2022

Subject: Campbell County
Water – Town of Altavista
Sedimentation and Solids Handling
Improvements
BIL 02S-22

Mr. Gary Shanaberger
Town Manager
Town of Altavista
P.O. Box 420
Altavista, Virginia 24517

Re: Virginia Drinking Water State Revolving Fund
FY 2022 Bipartisan Infrastructure Law (BIL)
BIL Initial Offer

Dear Mr. Shanaberger:

The Virginia Department of Health (VDH) has completed a preliminary review of your application for drinking water construction funds. The determination of the funding package is shown below; however, this determination and your inclusion in VDH's Intended Use Plan is contingent on the availability of federal and state funding as well as the conditions below.

Based on the information provided, VDH determined the total funding package for your project is estimated to be **\$3,000,000**. The funding package consists of **\$2,340,000 as principal forgiveness (grant)** and **\$660,000 as a loan with your choice of terms – either 20 years or 30 years (or the design life of the project, whichever is less)**. **The interest rate on the 20 year loan will be set 1.0% below the 20-year market rate in the month before loan closing, and the interest rate shall not be less than 1.0%.** Recently, the 20-year market rate less 1.0% program subsidy has varied between 1.25% to 2.60%. **The interest rate on the 30 year loan will be set 0.50% below the 30-year market rate in the month before loan closing, and the interest rate shall not be less than 1.5%.** Recently, the 30-year market rate less 0.5% program subsidy has varied between 2.40% to 3.50%.

These interest rates will be reduced by **0.2%** under our Expedited Closing Program, not to drop below 1.0% for a 20-year term and 1.5% for the 30-year term. To qualify for the Expedited Closing Program, VDH requires your loan closing be completed within 12 months of our award letter. If this funding offer is accepted, then you will receive an award letter after this. If you will participate in this special program, please indicate your plans for complying in your response letter.

Mr. Gary Shanaberger, Town Manager
November 1, 2022
Page 2

VDH recommends waterworks owners implement a revenue growth model that includes automatic annual rate adjustments that exceed inflation. Having adequate financial resources is crucial to maintaining a successful and sustainable waterworks. VDH recommends waterworks self-evaluate their financial positions using the attached ***Building Financial Sustainability/Financial Health Indicators*** to ensure they are able to provide for financial sustainability. You should begin to prepare your latest audited financial statement (fiscal year 2022) to avoid any delays in credit review and loan closing.

VDH recommends all waterworks maintain updated Waterworks Business Operation Plans, Asset Management Plans, and/or Capital Improvement Plans. In your response letter please notify us of the status of your plans. VDH may be able to make funds available for these plans.

The Financial and Construction Assistance Program (FCAP) requires a recently updated Asset Management Plan (AMP) to receive funding. VDH may be able to make funds available for this plan if it was not included in the original budget. Please coordinate with Capacity Development on the AMP, and for questions on the Technical, Managerial, and Financial (TMF) review. These questions can be directed to Ms. Jeanne B. Francis, Capacity Development Sustainability Coordinator, at (804) 292-5681 or Jeanne.Bustamante@vdh.virginia.gov. Mr. Barry Matthews, CPG, TCDO Division Director, is also available to answer questions on the TMF review and he can be reached at (804) 864-7515 or Barry.Matthews@vdh.virginia.gov.

Currently, the federal Drinking Water State Revolving Fund (DWSRF) appropriation and final requirements have not yet been finalized. However, all recipients should expect to comply with the Build America/Buy America Act which includes American Iron and Steel, Davis Bacon Prevailing Wage, and other provisions will be required.

The funding package and loan closing are conditioned on and are subject to change based on (but not limited to) the following:

- (1) The availability of federal and state match funds to support the DWSRF Program,
- (2) New restrictions/conditions that the EPA or VDH may require for participation in the Program or in the use of the SRF funds,
- (3) The purpose, benefit, or scope of the project changes from the Preliminary Engineering Report (PER) or the DWSRF Application; or the VDH-ODW Field Office does not concur with the project purpose, benefit, or scope,
- (4) Owner complying with the DWSRF Program requirements, and owner's progress to a timely closing according to a pre-negotiated schedule, or delays/changes in project readiness to proceed,
- (5) Owner's history of activities with the ODW/DWSRF Program (i.e. late or non-payments or non-compliance),
- (6) Owner obtaining user agreements from future water users in the project area, (if applicable)
- (7) The financial estimates provided in your loan application changing,
- (8) Owner's ability to secure the loan, all loan offers will require an acceptable credit review by the Virginia Resources Authority,
- (9) Owner soliciting other lenders for parity on this new debt,
- (10) Owner being debarred or suspended from applying for state or federal funds,
- (11) Waterworks maintaining compliance with the Virginia *Waterworks Regulations* and other applicable state/federal laws, regulations, policies, and procedures, and

Mr. Gary Shanaberger, Town Manager
November 1, 2022
Page 3

- (12) EPA mandates that all program assistance recipients demonstrate full technical, financial, and managerial capacity in order to receive funds. VDH may place special requirements on recipients in order to ensure capacity requirements are met prior to loan closing.

An acceptance of this funding offer reflects a commitment on your part to these requirements. VDH reserves the right to by-pass any project that has not executed financial agreements within 12 months from the date of VDH's original award letter.

Please notify me in writing as soon as possible but no later than December 9, 2022 at the address above of your acceptance of this initial funding package offer or any concerns and additional factors that should be considered. Failure to notify me can be deemed as your withdrawal from this program. Please use the above referenced project number and name on all correspondence. If necessary I can be contacted at (804) 864-7201 or at Kelly.Ward@vdh.virginia.gov.

Sincerely,

DocuSigned by:

Kelly Ward

8C1C79E9EDA547F

Kelly Ward, Director

Division of Construction Assistance, Planning & Policy

cc: Thomas W. Fore, Town of Altavista
Barry Matthews, CPG, Division Director – Training, Capacity Development and Outreach
Keith Kornegay, P.E., FCAP Project Team Leader, Lexington Field Office
Brian Blankenship, P.E., ODW Field Director, Danville Field Office
Joe Bergeron, VRA, Director of Financial Services and Investments

VDH/OFFICE OF DRINKING WATER
FINANCIAL AND CONSTRUCTION ASSISTANCE PROGRAMS (FCAP)

Building Financial Sustainability/Financial Health Indicators

Having adequate financial capacity and an acceptable credit review is a Program requirement for revolving fund loan projects. Listed below are some financial indicators that may be evaluated during a review by VDH or by the Virginia Resources Authority (VRA). Reviews are not limited to the factors listed below and may include other factors.

Revenue Pledge Factors: *(User fees pledged for loan repayment)*

1. **Debt Service Coverage Ratio:** Net Revenue (revenue – O&M) available for debt service divided by applicable debt service. Evaluated using the first two fiscal years after project completion.
 - Poor Less than 1.15x
 - Adequate From 1.15x to 1.5x
 - Strong Greater than 1.5x
2. **Days Cash on Hand:** Amount of total available unrestricted liquid reserves divided by daily operating expenditure requirements.
 - Poor Less than 60 days
 - Adequate From 60 to 120 days
 - Strong Greater than 120 days
3. **Operating Ratio:** Total operating income plus operating reserves divided by total operating costs (not including debt)
 - Poor Less than 1.1
 - Adequate From 1.1 to 3.0, Small systems (1.25 to 3.0), Medium and large (1.1 to 2.0)
 - Strong Greater than 3.0 Small systems (3.0), Medium and large (2.0)

General Obligation Factors:¹ *(Locality pledges its full faith and credit, backed by taxing power)*

4. **State Aid (if applicable):** Available state aid divided by applicable debt service.
 - Poor Less than 1.0x
 - Adequate From 1.0x to 1.5x
 - Strong Greater than 1.5x
5. **Debt Service vs. Expenditures:** Debt service compared to the total operating budget.
 - Poor Greater than 15%
 - Adequate From 10% to 15%
 - Strong Less than 10%

¹ Evaluate the debt, revenues, and expenses of the entire entity and not just the waterworks enterprise fund

6. **Unassigned Fund Balance:** Unassigned fund balance vs. total revenue.

- Poor Less than 5%
- Adequate From 5% to 10%
- Strong Greater than 10%

7. **Debt Payout Ratio:** Measurement of how much debt is paid off in ten years.

- Poor Less than 50%
- Adequate From 50% to 60%
- Strong Greater than 60%

8. **Total Debt vs. Total Valuation:**

- Poor Greater than 6%
- Adequate From 2% to 6%
- Strong Less than 2%

Other Factors:

9. **Affordability Index Target:** Annual residential bill divided by Annual Median Household Income (MHI).

- 1% for average gallons per month*
- 2% for 5,000 gallons per month

* Use the rate structure (in-town, if applicable) for residential customers and apply it to the average monthly residential water usage to derive the average monthly user rate for evaluation under the DWSRF Program. The average monthly residential water usage is to be based on residential water meter data. Waterworks are expected to meet or exceed the target rate criteria at the time of project completion.

Other considerations:

Experience has shown that fairly structured utility rates that implement gradual rate increases annually have been the most acceptable to the ratepayers and most effective in keeping revenue at pace with costs.

VDH recommends waterworks implement a revenue growth model that factors in increases (e.g. operational costs, inflation, etc.), other costs (e.g. asset/equipment replacements, technology upgrades, capital improvements, etc.), and takes into account other potential revenue reductions (e.g. future regulations, reductions from water conservation, etc.).

VDH recommends waterworks establish and fund a capital reserve fund that adequately supports capital improvements and asset replacements.

VDH reserves the right to require an implementation schedule acceptable to VDH for those waterworks that may need additional time for implementation of significant rate increases.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
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):

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Meals Tax Report

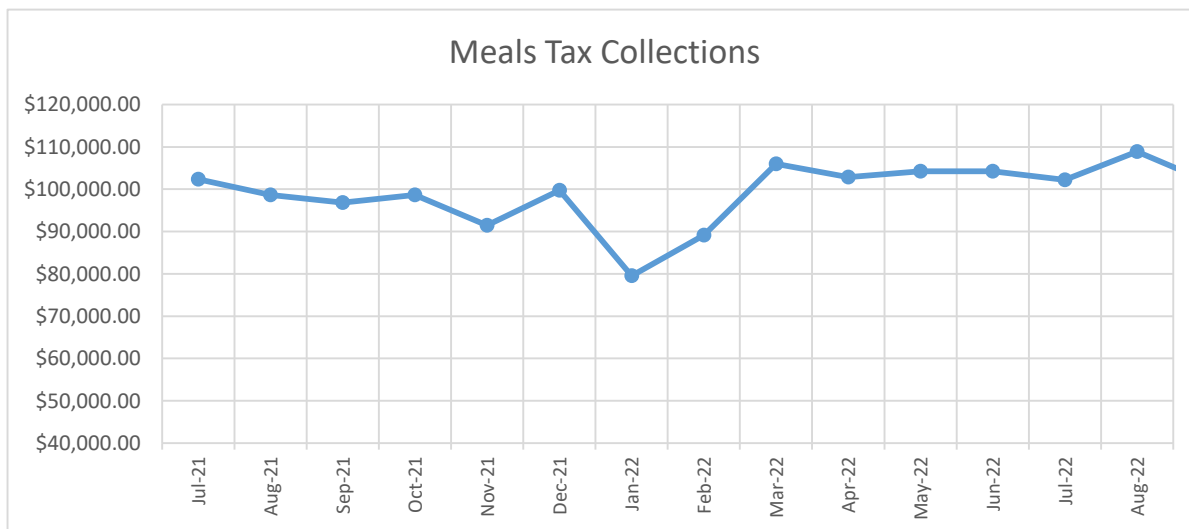
Attachment 2. Local Sales Tax Report

Attachment 3. Lodging Tax Report

Attachment 4. Cigarette Tax Report

TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

Jul-21	\$102,323.58	PREVIOUS YTD TOTAL (FY)	
Aug-21	\$98,626.77		
Sep-21	\$96,824.86	FY2019	\$986,050.18
Oct-21	\$98,658.96	FY2020	\$971,639.35
Nov-21	\$91,491.36	FY2021	\$1,109,805.71
Dec-21	\$99,746.00	FY2022	\$1,173,591.03
Jan-22	\$79,529.83	MTD TOTAL (FY)	
Feb-22	\$89,114.95	FY2022	\$297,775.21
Mar-22	\$105,982.48	FY2023	\$312,692.60
Apr-22	\$102,861.09	+/-	\$14,917.39
May-22	\$104,201.57	Budgeted: \$1,000,000	
Jun-22	\$104,229.58	+/-	-\$687,307.40
Jul-22	\$102,219.51	% of Budget	31.27%
Aug-22	\$108,874.52		
Sep-22	\$101,598.57		
Oct-22			
Nov-22			
Dec-22			
Jan-23			
Feb-23			
Mar-23			
Apr-23			
May-23			
Jun-23			



**Town of Altavista
Local Sales Tax**

Jul-21	\$18,437
Aug-21	\$17,735
Sep-21	\$19,246
Oct-21	\$18,249
Nov-21	\$18,373
Dec-21	\$23,498
Jan-22	\$17,336
Feb-22	\$16,524
Mar-22	\$21,319
Apr-22	\$19,664
May-22	\$20,106
Jun-22	\$18,402
Jul-22	\$20,618
Aug-22	\$20,414
Sep-22	
Oct-22	
Nov-22	
Dec-22	
Jan-23	
Feb-23	
Mar-23	
Apr-23	
May-23	
Jun-23	

YTD TOTAL (FY)

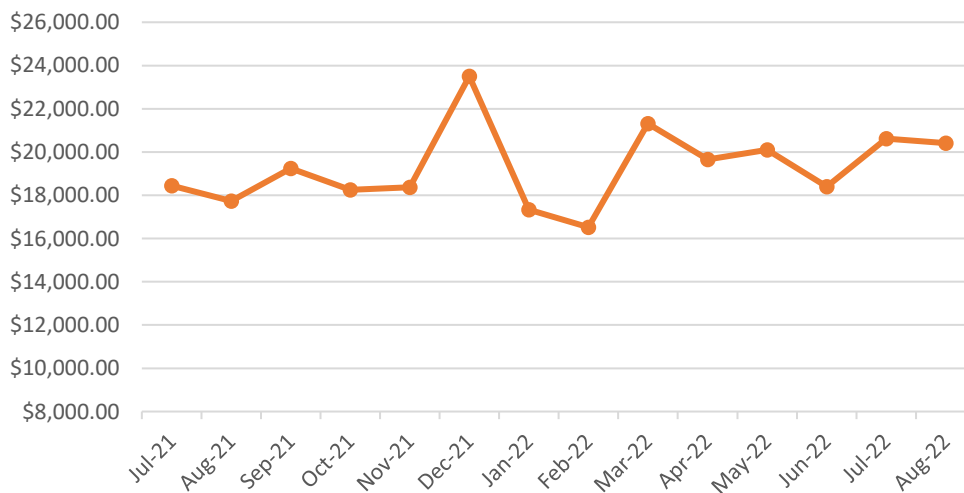
FY2020	\$170,672
FY2021	\$210,965
FY2022	\$228,889

MTD TOTAL (FY)

FY2022	\$36,172
FY2023	\$41,031
+/-	\$4,859

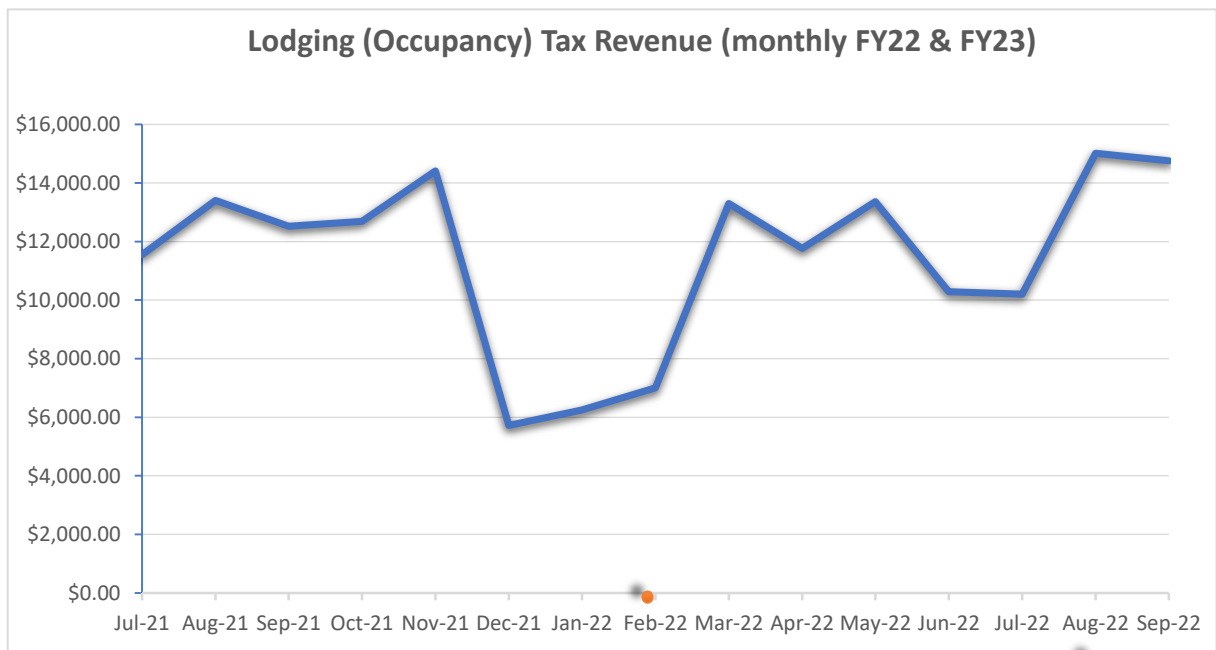
Budgeted:	\$200,000
+/-	\$158,969
% of Budget	18.09%

Local Sales Tax (Monthly FY22 & FY23)



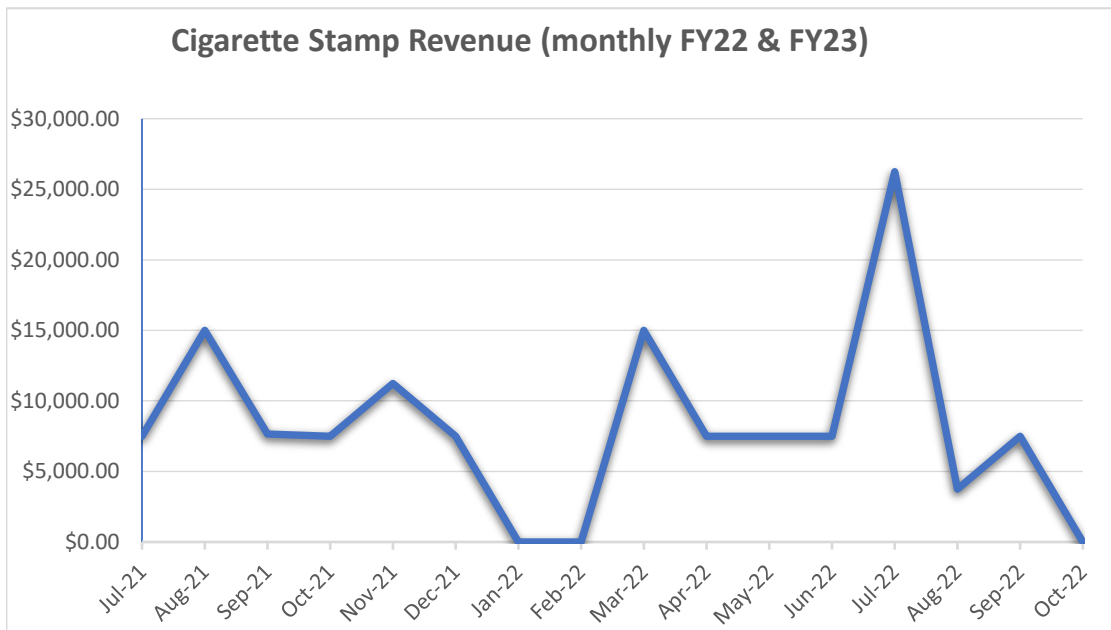
**Town of Altavista
Lodging (Occupancy) Tax**

Jul-21	\$11,551		
Aug-21	\$13,399		
Sep-21	\$12,518		
Oct-21	\$12,686	FY2022	FISCAL YEAR TOTAL \$132,244
Nov-21	\$14,408		
Dec-21	\$5,722		
Jan-22	\$6,248	FY2022	MTD TOTAL (FY) \$37,468
Feb-22	\$7,000	FY2023	\$39,980
Mar-22	\$13,294	+/-	\$2,512
Apr-22	\$11,765		
May-22	\$13,365	Budgeted:	\$99,500
Jun-22	\$10,288	+/-	-\$59,520
Jul-22	\$10,206	%/Budget:	40.18%
Aug-22	\$15,015		
Sep-22	\$14,759		
Oct-22			
Nov-22			
Dec-22			
Jan-23			
Feb-23			
Mar-23			
Apr-23			
May-23			
Jun-23			



Town of Altavista Local Cigarette Tax

Jul-21	\$7,500		
Aug-21	\$15,000		
Sep-21	\$7,650	FY2019	\$140,288
Oct-21	\$7,500	FY2020	\$124,684
Nov-21	\$11,235	FY2021	\$101,612
Dec-21	\$7,500	FY2022	\$93,885
Jan-22	\$0		
Feb-22	\$0		
Mar-22	\$15,000	FY2022	\$37,650
Apr-22	\$7,500	FY2023	\$37,500
May-22	\$7,500	+/-	-\$150
Jun-22	\$7,500		
Jul-22	\$26,250	Budgeted:	\$100,000
Aug-22	\$3,750	+/-	-\$62,500
Sep-22	\$7,500	%/Budget:	37.50%
Oct-22	\$0		
Nov-22			
Dec-22			
Jan-23			
Feb-23			
Mar-23			
Apr-23			
May-23			
Jun-23			





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS

Title: Community Development November 2022 Monthly Report

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Receive the report.

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. [CD Oct 2022 Monthly Report](#)

MEMORANDUM

To: Gary Shanaberger, Town Manager

From: Sharon D. Williams, AICP – Community Development Director SDW

Date: November 1, 2022

Re: October 2022 Community Development Report

Permits

Three (3) permits were issued during October:

Home Occupations: 0

New Business/Tenant: 1 – mobile veterinary clinic in conjunction with Tractor Supply

Signs: 0

Accessory Structures: 2

New Homes or Additions: 0

Plats: 1

Zoning Confirmation Letters: 1

Violations

No new violations were reported in October. There are 12 active code violations.

Planning Commission:

The Planning Commission completed its work on the Comprehensive Plan update and will hold a public hearing on the plan on November 7, 2022.

Town Council passed a resolution declaring October as Community Planning Month in recognition of the service of the Planning Commission.

Board of Zoning Appeals:

The Board of Zoning Appeals did not meet in October.

Staff Projects/Meetings:

The furniture installation continues for the Spark Innovation Center with the final install scheduled for November 10th. The identification sign has been selected and is scheduled to be installed in early December. Spark is still on track to open on January 1, 2023.

The Community Development Director and Assistant Town Manager continue to work on the permitting and code enforcement system for the town.

Staff continues to work with ITG and River Street Networks to discuss the possibility of connecting Town Hall's internet to the Spark Innovation Center to eliminate the Town's \$400± a month Comcast bill. They are working on a proposal to provide Wi-Fi within English Park and update the security cameras within the park.

The Assistant Town Manager and Community Development Director met with the Virginia Department of Housing and Community Development (DHCD) to discuss its Acquire, Renovate, Sell program. A meeting with the Town and project team is scheduled for November 9th. The Town completed the purchase of 703 13th St, and on 2 vacant lots on 15th St. Under the grant program the Town will build new single-family dwellings and market them to first time homebuyers. These will be owner occupied houses.

The Community Development Director attended the monthly meeting of the Central Virginia Transportation Technical Committee meeting at the Central Virginia Planning District Commission where an update was provided on the workplan and projects. Members were also informed about various state and federal grants that were available to address road safety, accessibility, and recreation.

Public Services and Community Development assisted Altavista On Track with the Vista BBQ Fest on October 1st and October 15th.

The town used its brownfields grant to pay for asbestos testing at the new DAWN (Donation A Day Neighbor) location. Future testing will be done for lead-based paint. The environmental analysis is needed to obtain a building permit to change the use from a dry cleaner to a food panty/office.

The Town was notified that it received a grant to conduct a feasibility study for the Vista Theater and met with DHCD to discuss the Memorandum of Understanding for the project.

The town received notification from the United States Department of Agriculture (USDA) that the remaining balance of the Altavista Advantage program has not been disbursed by November 10, 2022, the funds will be de-obligated.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

REPORTS AND COMMUNICATIONS

Title: Utility Projects Update

Staff Resource: Tom Fore, Public Services Director

Action(s):

Informational Item

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

[*STATUS REPORT MELINDA HPZ PROJECT 11-02-2022.pdf*](#)

[*AMI Water Metering Status Update 11-2-2022.pdf*](#)

[*October 2022 Monthly Report for Council Members 2z.pdf*](#)

[*STATUS REPORT WWTP ELECTRICAL PROJECT 11-2-2022.pdf*](#)

[*STATUS REPORT AERATION STUDY 11-2-2022.pdf*](#)

[*STATUS REPORT SPRINGS SCADA PROJECT 11-02-2022.pdf*](#)

[*STATUS REPORT FILTER IMPROVERMENT PROJECT 11-2-2022.pdf*](#)

[*STATUS REPORT VDEM GENERATORS 11-2-2022.pdf*](#)

[*STATUS REPORT FRAISER ROAD DRAINAGE PROJECT 11-2-2022.pdf*](#)

[*STATUS REPORT LYNCH CREEK PROJECT 11-2-2022.pdf*](#)

[*October 2022 Monthly Report for Council Members 1_.pdf*](#)

Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
James B. Voso
Randy L. Dodson
Chad M. Thomas
Jason A. Carder
Brian R. Newman



Edwin K. Mattern, Jr. (1949-1982)
Gene R. Cress (1935-2014)
Sam H. McGhee, III (1940-2018)
Stewart W. Hubbell (Retired)
J. Wayne Craig (Retired)
Michael S. Agee (Retired)
Steven A. Campbell (Retired)

November 2, 2022

This memo is a status report of Mattern & Craig Team's efforts for the Melinda Tank Pressure Zone Improvements Project

Completed Work Over the Last 4 Weeks

1. Review and approval of new VFD.
2. Contractor is continuing to work on the pump station (piping, electrical & HVAC).
3. Contractor is continuing to hook up new water services to new line and remove old connections.

Anticipated Work Over the Next 4 Weeks

1. Contractor to finalize work on piping, electrical, and HVAC.
2. Testing and switch over of water services.

Scope Changes to Date

1. Waterline was shortened by approximately 300 LF on Avondale Drive.
2. VFD enclosures changed from NEMA 12 to NEMA 3R.

Outstanding Issues

1. Replace Juniper bushes in 3 different areas.
2. Delivery times of VFD.

Construction Document Schedule Update

1. Notice to Proceed (9/27/2021)
2. Substantial Completion (~~4/25/2022~~) (9/30/2022)
3. Completion (~~2/24/2022~~) (10/30/2022)

Budget Summary

1.	Engineer's Estimate:	\$1,084,240.00
	Town's Budget	\$926,000.00
	Actual Construction Cost & Engineering	\$1,226,972.71
2.	Engineering Bid, CA & SCADA Contract	\$70,920.00
	JTD	\$48,404.00
3.	Construction Contract	\$1,226,972.71
	JTD	\$995,115.23

Input Needed from Town/Others

1. Discrepancies between plans/specifications and Town standards continue to be coordinated. M&C keeping list for updates to Town standards at conclusion of project.

Other Issues/Concerns

1. The next anticipated meeting is the substantial walkthrough.
2. Delay in work has been brought to the attention of the Contractor.

Submitted by:

A handwritten signature in black ink, appearing to read 'Ryan P. Kincer', is written over a horizontal line.

Ryan P. Kincer, P.E.
Project Manager

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



Date: November 2, 2022

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

Completed Work Over the Last Week

1. Received the answers from all respective vendors.
2. The Town and Hurt & Proffitt reviewed all the answers and met on October 31 to discuss.
3. Town's attorney has reviewed the two vendors and has decided to reject those proposals based on "Collusion Among Vendors" clause stated in the RFP.
4. Based on the answers provided and the ranking for the remaining vendors, the Town and Hurt & Proffitt has selected two vendors to be brought in for interview on November 14, 2022.

Anticipated Work Over the Next two Weeks

1. Sent out a few minor questions for clarification to the top two vendors.
2. Interview invites will be sent out to Water Works and Consolidated Pipe on November 14, 2022.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. Not applicable at this time

Budget Summary

- | | | | | |
|--------------------------------|-----------|----------|------|---------|
| 1. Bid Assistance | Contract: | \$12,500 | JTD: | \$8,670 |
| 2. Construction Administration | Contract: | \$15,000 | JTD: | \$400 |

Submitted by:

Chad Hodges, PE
Asst. Project Manager

Monthly Staff Report Water Plant

TO: Town Manager
 FROM: Polly Brown
 DEPARTMENT: Water Treatment Plant
 MONTH: September 2022

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged 16.42 Hours per day which yielded approximately 1,680,000 gallons of water per day.

Rain	1.795	YTD Rain	27.381	Snow	0	YTD Snow	0	was measured at the water treatment plant.			
Average Hours per day (week days)					<u>18.04</u>	hrs					
Average Hours per day (weekends)					<u>13.03</u>	hrs					
Average produced (week days)					<u>1,826,333</u>	gallons per day					
Average produced (weekends)					<u>1,371,700</u>	gallons per day					
Total Raw Water Pumped:					<u>53.606</u>	million gallons					
Total Drinking Water Produced:					<u>52.040</u>	million gallons					
Average Daily Production: (drinking)					<u>1,650,000</u>	gallons per day					
Average percent of Production Capacity:					<u>55.00</u>	%					
Plant Process Water:					<u>1,540,930</u>	(finished water used by the plant)					
Bulk Water Sold @ WTP:					<u>29,200</u>	gallons					
Flushing of Hydrants/Tanks/FD use/Town Use					<u>1,800</u>	gallons					
McMinnis Spring											
Total Water Pumped:					<u>5.808</u>	million gallons	average hours per day		<u>13</u>		
Average Daily Produced:					<u>232,320</u>	gallons per day	Rain at MC		<u>2.80</u>	YTD Rain	<u>29.24</u>
Reynolds Spring							snow		<u>0</u>		<u>5</u>
Total Water Pumped:					<u>8.018</u>	million gallons	average hours per day		<u>14.9</u>	Total Precip	<u>34.24</u>
Average Daily Produced:					<u>267,268</u>	gallons per day	Rain at RE		<u>2.20</u>	YTD Rain	<u>33.64</u>
Purchased Water from CCUSA					<u>2,307,580</u>	gallons	snow		<u>0</u>		<u>5</u>
Sold to Hurt					<u>2,466,500</u>	gallons				Total Precip	<u>38.64</u>
Industrial Use					<u>42,505,815</u>	gallons					
Water lost due to leaks								none captured		128,000	

Comments: Water Plant Activities & CIP Projects:

Monthly Compliance Reports Completed
 VDH samples completed for compliance
 Melinda High Pressure Zone- Disconnecting from old service line to all homes. Awaiting VFDs for pumps
 Filter Upgrade - Installation of new filter SCADA controls and all filter actuators including new surfacewash piping. In final stages to complete.
 The Source Water Protection Local Advisory Committee will meet again when date has been set
 Generator project, Punch list being reviewed, awaiting surge protection device at McMinnis
 Town of Hurt DBP improvement project. Had a meter failure that needs to be corrected.
 Springs SCADA project - Awaiting Council approval
 Sedimentation Basin Project Award letter received, now awaiting Council decision on approval.
 AMI Meter system bids were received, Have sent out questions to all vendors in hopes to interview top two in November
 WTP SCADA upgrade scope to be discussed with the engineer
 Springs Rehabilitation - Engineer has been tasked to create a scope of work for engineers to be able to provide bids to Director
 Raw Water Control Valve to be acquired within the next two months including an actuator
 Cleaned Basins #3 and #4
 Cleaned Flocculator #1
 Was contacted by Abbott about increased pressure on main street, working on a resolution.

Utilities Distribution and Collection

# of Service Connections	0	Addresses:		
# of Service Taps	0	Addresses:		
# of Meters Read	104	Monthly Quarterly	Rereads	0
# of Meters Cut Off For Non-Payment	0			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	20			
	137.16	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:	
English Park - McMinnis Line - Dead End Trail			1310 Bedford Ave.	
914 9th Street			1605 Melinda Drive	
# Air Relief Valves Inspected	0			
# of PRV Maintenance/Inspection	7			
# of Water Valve Boxes Cleaned	0			
# of Blow-Off Valves Flushed	0			
# of Blow-Off Valves Located	0			
Push Camera Footage	520'	Sewer Main Cleaned		60'
Sewer (Root Cutting) Main	0	Sewer Main Cleaned Manholes		0
Sewer (Root Cutting) Main Manholes	0	Sewer Service Cleaned		40'
Sewer Video Footage	455'	Sewer Service Video		0
Sewer Video Manholes	0	Sewer (Root Cutting) Service		0
Duke Root Control (Contractor)	0	Sewer Right of Way Clearing Footage		0
Water Turn On and Offs	3	Sewer Manholes Inspected		0
Water Right of Way Clearing Footage	1,900'	Sewer Installed Clean Out		0
Water Meter Box Replacement	1			
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			

Other Utilities Distribution and Collection Activities & CIP Projects:

DEPARTMENT: Wasterwater Plant
MONTH: October-22

Average Daily Flow	1.79	MGD
TSS Reduction	97	%
BOD Reduction	96	%
VPDES Violations	0	
Sludge (Regional Land Fill)	151	tons
Rain Total	2.13	Inches
	Snow Total	Inches

Other Wastewater Activities and CIP Projects:

Month: October
 Week: October 3rd, 2022

Month: October
 Week: October 10th, 2022

- Continue Sanitizing procedures for commonly used areas
- New Maintenance employee started 10-3-22
- DMR submitted
- Blower oil changed and filters, #1 and 2
- Serviced mixer in basin #4
- Repaired roof vent cover at RVPS
- Submitted Industrial Billing
- Submit National weather service data
- Operator out of work due to auto accident
- UV system check
- Entered Lab data
- Normal Plant Operations

- Continue Sanitizing procedures for commonly used areas
- Replaced press hydraulic pump system
- Submit timesheets
- Registered employee for Class 4 license exam (Joe Chapman)
- Operator out of work due to auto accident
- UV system check
- Entered Lab data
- Normal Plant Operations

Month: October
 Week: October 17th, 2022

Month: October
 Week: October 24th, 2022

- Continue Sanitizing procedures for commonly used areas
- Operator out of work due to auto accident
- Pumped out solids Scum Well
- Replaced tires on F150 truck
- Serviced UV system B 10-19-22
- Replaced UV system B module 4 breaker
- Cleaned NPW basket and pump
- Serviced Solids Air compressor (rebuilt cylinder head)
- UV system check
- Entered Lab data
- Normal Plant Operations

- Continue Sanitizing procedures for commonly used areas
- Operator out of work due to auto accident
- Submitted Timesheets
- Repairing thickener polymer pump #6
- Serviced UV system (coolant and hydraulic fluid)
- Submitted 2022 Bio-Assay results to DEQ
- Ran all Generators
- Serviced clarifiers 1 and 2
- New MCC on line in Blower Building 10-24-22
- Replaced check valve in Main Pump station air compressor
- UV system check
- Entered Lab data
- Normal Plant Operations

WWTP Electrical Upgrade continues

Aeration improvement application - Awaitng response from DEQ

Clarifier Number 3 Retrofit- Solicit bids from engineers to design this project

Mister Installation - Solicit electrical firm to install power supply to the Mister. Install Mister to location pad. Pads have been installed.

Application for Lynch Creek sewer line from 7th street to boat ramp access has been submitted.

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

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: Re-mobilize meeting on 6 October for resumption of work. Contractor reported the failure of the ATC-9000 controller for the generator controls. Due to material procurement issues, no lead time has been provided by the supplier for replacement of this unit. With the APC down, the generator will not be available for automatic transfer of power.

Anticipated work over the next two weeks: Contractor will proceed with switchover of the blower building, headworks and personnel building to the new power house/generator configuration. Contractor will proceed with switchover of the solids handling building, lab, UV system and sludge pump station for manual switch over.

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:

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

Construction Contract Price: \$3,952,000 + \$29,149 (Change Orders)
Current Paid: \$3,136,133
Balance to Finish plus retainage: \$845,016

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

Project Name: WWTP Aeration System
Project Manager: Keith Lane, PE
Sub-Consultant Masters Engineers
P&B Job Number 19-75

Recent Activities: No recent activity

Anticipated work over the next two weeks:

Upcoming Tasks:

Outstanding Issues:

Design Schedule: TBD Complete design plans and specs
TBD Advertise for Bids (if Town desires)
Schedule Constraints: Town staff has indicated this project bid may slip in order to coincide with WWTP Electrical upgrades
See note below regarding potential schedule adjustment.
Projected Completion: 31 October 2021
Approved Budget: \$198,000
Invoiced To Date: \$19,200
Balance to Complete: \$178,800

Town Input Required:

Issues Town Should Be Aware Of: The schedule for this project has been adjusted to coincide with the Phase III portion of the overall WWTP electrical improvements. It will be beneficial to have the bulk of the PH III electrical work designed prior to in-depth design of the aerator work. The design schedule above has been adjusted to reflect delay of the design such that the bulk of the PH III design is completed for coordination purposes.

Town and Engineers will need to coordinate the design construction timing in conjunction with Town's funding schedule.

Construction Contract Price: \$0

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

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

Recent Activities: Two quotes were received from contractors and reviewed by the Engineer. The Engineer has recommended award of the contract to Lord & Co. and contract for individual work as budget allows.

Anticipated work over the next two weeks:

Upcoming Tasks: Process award documents.

Outstanding Issues:

Design Schedule:

Schedule Constraints:

Projected Completion: TBD
Approved Budget: \$9600
Invoiced To Date: \$2400
Balance to Complete: \$7200

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price:	Staunton River Intake Site & SCADA Integration	\$58,922
	Bedford Tank & Pump Station Site & SCADA Integration	\$60,563
	McMinnis Spring Site & SCADA Integration	\$54,390
	Reynolds Spring Site & SCADA Integration	\$54,390
	Water Treatment Plant Existing Control Panel Demolition	\$11,385
	Total Bid Price if All Work is Awarded	\$239,650

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

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

Recent Activities: Contractor has installed all new electrically actuated valves at all filters and at backwash pump supplies. New filter controls have been tested and are operable for all valves, except for the filter effluent and surface wash valves. All new filter controls active except for surface wash valve control. Substantial completion inspection performed on 26 October.

Anticipated work over the next two weeks: Contractor continuing remaining work and punchlist items.

Upcoming Tasks:

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: \$38,000
Balance to Complete: \$18,000

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price: \$725,305+\$10,563
Current Paid: \$620,566
Balance to Finish plus retainage: \$115,301

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

Project Name: VDEM Generator Installations
Project Manager: Scott Bortz, PE
Sub-Consultant Grant Beasley, Master Engineers, ECS (Geotech)
P&B Job Number 20-51

Recent Activities: Contractor is coordinating for replacement of the SPD at McMinnis with anticipate lead time of 16 weeks. Engineer has approved a release of all but \$5000 retainage. Town staff is discussing replacement of the SPD unit under warranty to be installed by Contractor.

Anticipated work over the next two weeks:

Upcoming Tasks:

Outstanding Issues:

Design Schedule: May (Rebid) 2021 Award Contract
June 2021 Notice to Proceed
November 2021 Substantial Completion

Schedule Constraints:

Projected Completion:

Approved Budget: \$43,600

Invoiced To Date: \$41,820

Balance to Complete: \$1780

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price: \$498,500 + (\$1556) (Change Orders)

Current Paid: \$496,943

Balance to Finish plus retainage: \$0

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
2 November 2022

Project Name: Frazier and Lynch Mill Road Drainage issues
Project Manager: Scott Bortz, PE
Sub-Consultant
P&B Job Number 21-08

Recent Activities: Town staff requested additional information/clarification on lawn mower access to the east side of the property, ditch lining material and disposal of excess material. Engineer replied with access ability note, options for lining material and notation regarding use of excess fill to be coordinated for use on church property.

Anticipated work over the next two weeks: Staff will review Engineer's notes and provide preferences for integration into the plans.

Upcoming Tasks: Revise plans. Coordinate bidding with Town staff.

Outstanding Issues: Easements

Design Schedule:

Schedule Constraints:

Projected Completion:

Approved Budget: Time and materials not to exceed \$23,000

Invoiced To Date: \$3285

Balance to Complete: \$19,715

Town Input Required: Town staff will need to review the sizing of the ditch and easement across private land. The ditch can be widened at the base and side slopes made steeper to reduce the width of the easement if so desired.

Issues Town Should Be Aware Of:

Construction Contract Price: \$0

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



Date: November 2, 2022

This memo is a status report of Hurt & Proffitt Team's efforts for the Lynch Creek Sewer Project

Completed Work Over the Last Week

1. Received change order from Mendon.
2. CCTV crew was sent out to video sanitary sewer for the lower Lynch Creek area.
3. Submitted application for ARPA funding for the next sanitary sewer project.

Anticipated Work Over the Next two Weeks

1. Finish any reports, change orders and other paperwork to start closing the project out.
2. Waiting on CCTV report for sanitary line and manhole inspections.

Outstanding Issues

1. None to date

Construction Schedule Update

1. Begin construction on April 11, 2022
2. Substantial Completion August 31, 2022
3. Final completion is scheduled for December 2022.

Budget Summary

1. CCTV Inspection and Video	Contract:	\$35,000	JTD:	\$25,000
2. Manhole Inspection	Contract:	\$5,000	JTD:	\$5,000
3. Sewer Line Route Survey	Contract:	\$17,500	JTD:	\$17,500
4. Sewer Line Design	Contract:	\$44,720	JTD:	\$44,720
5. Railroad Permit Coordination	Contract:	\$3,630	JTD:	\$3,630
6. Bid Assistance	Contract:	\$4,460	JTD:	\$4,460
7. Construction Administration	Contract:	\$18,900	JTD:	\$17,100

Construction Cost Summary:

1. Lynch Creek Sewer Replacement	Contract:	\$2,229,500	JTD:	\$1,510,402
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Submitted by:

Chad Hodges, PE
Asst. Project Manager

2021-2022 Water, Sewer & Curbside Refuse Collection Billing History

Printed 4-Nov-22

Customer Class		November-21	December-21	January-22	February-22	March-22	April-22	May-22	June-22	July-22	August-22	September	October-22	Average
WATER	Units													
	Residential Base-IT	3	19	1,318	9	10	1,353	26	13	17	19	1,392	1,401	465
	Commercial Base-IT	43	44	187	45	43	218	24	13	46	44	215	214	95
	Residential Base-OT	-	-	96	-	-	151	-	-	1,126	1	151	151	210
	Commercial Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	1
	Municipal	31	31	31	31	31	31	31	31	31	31	31	31	31
	Dormant Accounts													-
	Industrial	5	5	5	5	5	5	5	5	5	5	5	5	5
	TOTAL	1,590	83	100	1,638	91	1,759	1,759	86	63	101	1,795	1,803	806
	Gallons													Total
	Residential Use-IT	3,050	118,530	14,745,412	20,990	253,440	13,858,847	186,130	72,320	49,530	62,700	15,690,419	15,756,639	60,818,007
	Commercial Use-IT	2,777,029	2,606,630	4,553,319	2,622,220	3,214,810	4,384,976	1,113,970	1,520,590	2,999,160	4,771,230	3,637,266	5,815,075	40,016,275
	Residential Use-OT	-	-	1,099,074	-	-	1,657,858	-	-	123,545	7,030	1,930,850	1,930,850	6,749,207
	Commercial Use-OT	2,649,600	2,743,000	2,646,800	2,425,000	2,425,000	2,380,000	2,380,000	2,424,500	2,432,450	2,432,450	2,641,000	2,652,000	30,231,800
	Municipal	430,420	485,540	252,200	317,880	317,880	328,450	386,750	444,060	626,890	626,890	602,380	800,850	5,620,190
	Industrial	46,844,127	39,830,252	47,348,727	41,890,355	39,401,090	45,809,047	42,484,361	42,841,404	56,510,780	40,288,360	47,783,609	18,559,838	509,591,950
	TOTAL WATER SOLD	52,704,226	45,783,952	69,546,458	47,276,445	45,612,220	68,419,178	46,551,211	47,302,874	62,742,355	48,188,660	72,285,524		653,027,429
	NET DELIVERED	56,493,868	54,898,806	58,545,251	53,441,639	59,466,715	61,597,331	68,238,729	56,394,184	62,798,005	72,191,829	51,309,541	67,285,674	722,661,572
	FRACTION BILLED	93%	83%	119%	88%	77%	111%	68%	69%	111%	77%	100%	0%	90%
	Total (TOA,sold,hydmts, Leaks)	47,800	297,400	127,423	25,100	21,300	18,700	87,400	85,700	50,300	16,700	14,800	31,000	823,623
	Dollars													Total
	Residential Base & Use-IT	100	802	62,917	321	1,053	64,401	1,364	556	632	717	78,231	78,642	289,735
	Commercial Base & Use-IT	9,552	9,122	19,514	9,926	11,629	21,423	4,036	5,684	11,186	16,362	18,483	39,222	176,139
	Residential Base & Use-OT	-	-	9,367	-	-	16,115	-	-	61,879	62	14,981	14,981	117,385
	Commercial Base & Use-OT	11,105	11,491	12,153	11,148	11,148	10,944	10,944	1,145	11,182	11,182	12,126	12,176	126,744
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	168,364	108,847	128,939	125,425	118,494	124,703	127,184	128,241	169,222	120,619	142,869	56,367	1,519,274
	TOTAL	189,121	130,262	223,523	146,820	142,323	237,586	143,528	135,626	254,100	148,942	266,691	201,388	2,229,277
SEWER	Units													Average
	Residential Base-IT	3	18	1,155	5	9	1,191	23	13	3	15	1,232	1,240	409
	Commercial Base-IT	42	43	150	43	40	152	24	14	40	43	199	198	82
	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	-
	Dormant Accounts													-
	Industrial	4	4	4	4	4	4	4	4	4	4	4	4	4
	TOTAL	1,385	64	80	1,324	67	68	1,362	46	62	77	1,450	1,457	502
	Gallons													Total
	Residential Use-IT	2,710	88,689	9,334,889	9,183	14,518	9,095,743	118,544	61,523	1,070	41,667	11,120,316	11,176,827	41,065,679
	Commercial Use-IT	1,568,661	1,470,927	3,313,277	1,501,219	2,215,820	3,230,757	903,250	743,836	1,589,848	3,178,006	2,454,459	10,222,821	32,392,882
	Commercial Use-OT	253,596	266,444	205,521	174,992	2,425,000	182,450	277,036	209,250	66,500	304,796	319,040	298,340	4,982,965
	Municipal	103,660	92,690	157,333	94,850	94,850	133,980	128,330	126,123	181,780	181,780	58,100	220,610	486,253,608
	Industrial	45,410,000	34,410,000	42,206,667	39,540,000	37,420,000	41,872,222	40,490,000	39,830,556	48,034,163	33,630,000	50,130,000	33,280,000	564,695,133
	TOTAL SEWER BILLED	47,338,627	36,328,750	55,217,687	41,320,244	42,170,188	54,515,152	41,917,159	40,971,288	49,873,361	37,336,249	64,081,916	55,198,598	645,887,502
	WWTP EFFLUENT	49,784,700	47,751,600	53,405,500	50,369,700	57,782,200	57,742,300	59,036,500	57,073,002	55,860,000	60,079,000	40,813,000	56,190,000	87%
	FRACTION BILLED	95%	76%	103%	82%	73%	94%	71%	72%	89%	62%	157%	98%	
	Dollars													
	Residential Base & Use-IT	17	337	34,970	57	83	35,183	462	241	52	181	70,919	71,088	17,799
	Commercial Base & Use-IT	5,427	5,092	13,053	5,470	8,054	10,736	3,285	2,719	5,787	11,562	8,794	17,276	8,105
	Commercial Base & Use-OT	1,501	1,172	1,493	991	1,629	1,599	1,802	1,290	730	2,034	1,614	1,754	1,467
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	160,955	123,148	145,916	147,893	140,304	145,269	151,278	167,795	179,030	135,245	186,730	124,174	1,807,736
	TOTAL	167,900	129,749	195,432	154,411	150,069	192,787	156,828	172,045	185,598	149,022	268,057	214,291	1,835,107
CURBSIDE	Curbside-IT STOPS													Average
	Curbside - Brush	85	72	43	67	167	192	108	124	207	145	199	319	155
	Curbside- BULK	102	75	63	46	58	117	106	127	95	139	109	115	85
	TOTAL	187	147	106	113	225	309	214	251	302	284	308	434	240
	Curbside-IT	85	110	84	83	110	91	102	106	93	108	93	90	1,096
	Curbside-BULK	13	9	6	6	14	12	16	16	12	23	10	11	153
	TOTAL	98	119	90	89	124	103	118	122	105	131	103	101	1,249



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS

Title: Altavista Police Department - October 2022 Reports

Staff Resource: APD Chief Tommy Merricks

Action(s):

Informational Item

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. APD MONTHLY REPORT-OCTOBER 2022

Attachment 2 APD Patrol on 29-October 2022

2022 ALTAVISTA POLICE DEPT MONTHLY REPORT

	January	February	March	April	May	June	July	August	September	October	Year to Date
Criminal Arrests "Felony"	7	0	4	4	9	5	2	2	0	2	35
Criminal Arrests "Misdemeanor"	23	15	8	14	17	14	8	7	9	0	115
Warrant Executed	20	10	11	16	19	18	8	9	4	3	118
Uniform Traffic Summons Issued	30	33	45	32	48	51	73	45	15	19	391
# Traffic Stops	70	115	145	99	132	114	186	176	92	140	1269
BOLO'S (Be on Look Out)	4	5	9	3	16	3	4	6	1	8	59
DUI	0	1	0	2	4	2	2	3	1	2	17
IBR	22	28	10	18	32	18	16	13	12	35	204
MVA	6	14	7	10	10	9	13	12	10	10	101
Assist Motorist	14	4	6	9	12	22	6	12	15	14	114
Calls for Service	326	382	372	381	501	433	418	387	325	410	3,935
Alarm Responses	37	14	20	16	27	18	20	20	11	14	197
ECO/TDO	0	0	0	3	1	1	0	0	0	0	5
ECO/ TDO HOURS	0	0	0	7	3	10	0	0	0	0	20
Court Hours	2	13	3.5	5.5	3	2	6	13.5	7	8	63.5
Citizen Contacts	1,323	863	1525	1003	1732	609	1616	2006	1541	1790	14,008
Businesses, Residences Check "Foot Patrols"	147	92	90	149	223	458	232	276	56	218	1,941
Follow Ups	24	5	5	4	7	6	1	0	2	1	55

PATROL-RT 29-October 2022				
	Location	Time	Officer	Disposition
2-Oct	29NB	0849-0905	Williams	Check Welfare
2-Oct	29NB	0849-0905	Smith	Check Welfare
2-Oct	Rt 29	1829-1849	Anthony	Hit and Run
3-Oct	Rt 29/Marysville	2315-	Earhart	Pursuit
3-Oct	Rt 29/Marysville	2315-2329	Pugh	Pursuit
4-Oct	Rt 29/Lynch Mill	0124-	Earhart	Reckless Driving
4-Oct	Rt 29/Lynch Mill	0124-0126	Pugh	Reckless Driving
4-Oct	Rt 29	0136-	Earhart	Traffic Stop
4-Oct	Rt 29	0136-0141	Pugh	Traffic Stop
4-Oct	Rt 29/Main	0240-	Earhart	Traffic Stop
4-Oct	Rt 29	024-0246	Pugh	Traffic Stop
4-Oct	Rt 29/Bedford	0300-	Earhart	Traffic Stop
4-Oct	Rt 29	0300-0308	Pugh	Traffic Stop
6-Oct	29SB	2208-2231	Williams	Traffic Stop
6-Oct	29SB	0317-0322	Williams	Traffic Stop
7-Oct	Rt 29/Main	1807-1809	Anthony	Traffic Stop
8-Oct	Rt 29/Main	0102-	Earhart	Traffic Stop
8-Oct	Rt 29/Main	0245-	Earhart	Traffic Stop
8-Oct	Rt 29/Main	0102-0110	Pugh	Traffic Stop
8-Oct	Rt 29/Main	0245-0454	Pugh	Traffic Stop
12-Oct	Rt 29	0312-	Earhart	Traffic Stop
13-Oct	Rt 29/Bedford	0227-	Earhart	Disabled Vehicle
14-Oct	29NB	2209-2230	Williams	Traffic Stop
14-Oct	29SB	2348-2358	Williams	Traffic Stop
17-Oct	Rt 29	0142-0157	Pugh	Traffic Stop
17-Oct	Rt 29/Wards	0453-	Earhart	Traffic Stop
18-Oct	Rt 29	2251-2257	Pugh	Traffic Stop
19-Oct	29NB	2057-2059	Williams	Traffic Stop
19-Oct	29NB	0105-0107	Williams	Disabled Vehicle
19-Oct	29NB	0454-0503	Williams	Traffic Stop



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS

Title: Public Services Monthly Reports

Staff Resource: Teri Anderson, Public Works

Action(s):

For Review

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_OCTOBER_2022

Attachment 2. STREET_DEPARTMENT_MONTHLY_REPORT-OCTOBER_2022

Attachment 3. FLEET_MAINTENANCE_DEPARTMENT-OCTOBER_2022

BUILDINGS AND GROUNDS

NOVEMBER 3, 2022

TO: TOWN MANAGER
FROM: BRIAN ROACH, B&G SUPERVISOR
MONTH: OCTOBER 2022

Vacation / Funeral / Sick Leave Taken		3
Meetings / Data Entry / Work Planning / Training		73.75
# Of Call Duty Hours		15
# Of Hours ELD Training at CVCC		124.50
Holiday		0
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations	2	31.75
Cemetery Grounds Maintenance		20
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)	89.75	81
Residential Garbage Collected (Tonnage) Town of Hurt	37.09	32
# Of Curbside Brush Collected (Stops)	319	78
Loads of Brush Collected	24	
# Of Curbside Bulk Collected (Stops)	115	31.50
Bulk Collection (Tonnage)	11.35	
# Of Tires Collected	9	1
# Of Residential Garbage Citations Issued	0	0
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		4.75
# Of Building Maintenance Hours		104.75
# Of Park Cleaning		133.00
# Of Parks Ground Maintenance Hours		62.25
# Of Acres Mowed by Town	34.75	46.00
# Of Acres Mowed by Contractors ****	20.30	0
Special Projects / Special Event / Seasonal		202.25
# Of Vehicle Maintenance Hours		15
# Of Weed Control (0 Gallons)		0
*** HOURS NOT ADDED		
Total Labors Hours for the Month		1059.50

STREET DEPARTMENT MONTHLY REPORT

DATE: NOVEMBER 3, 2022

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: OCTOBER 2022

DESCRIPTION	Labor Hours
Vacation / Sick Leave Taken / Funeral Leave	41.50
Holiday	0
	101
Staff, Safety Meetings/Data Entry/Planning Schedule	
Weekend Truck (1.20 Tons)	6
Street Sweeping (Miles Swept Main St. and Bedford Ave. 17 / Town Wide 26)	19.50
Litter Control (Bags Collected 5)	3.50
Assisting Other Crews	105.25
Town Wide Mowing (24.71 Miles)	85
Signage	109.75
Shoulder Work / Stone (0 Tons)	54
Ditch & Drainage Pipe Maintenance	26.75
Weed Control (Gallons Sprayed 80)	34.50
Street Lighting	0
Dead Animal Removal/Buzzard Control	4.50
Decorative Street Light	10
Tree/Trimming/Removal	9
Storm Damage Cleanup	37.50
Call Duty	5
Vehicle/Equipment Maintenance	4
Public Works Lot Cleaning	27.75
Thermoplastic	0
Special Projects / Special Events / Seasonal	13.50
Leaf Collection Prep Vehicles	18
ELD Training at CVCC	139.50
Total Labor Hours for the Month	855.50

FLEET MAINTENANCE DEPARTMENT

DATE: NOVEMBER 3, 2022

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: OCTOBER 2022

DESCRIPTION	Labor Hours
Vacation	9.50
Safety Meetings/Training	17.50
Holiday	0
Daily/ Weekly/ Planning & Scheduling	9
Sick Leave Used	4
CIP / Budgeting / Calling Vendors	29.50
Preventive Maintenance	99.75
General Repair's	41.50
Troubleshoot and Diagnostic	8.75
Tire Repair	0
On the Road Service Call	2
Picking Up & Delivery	6
Building & Grounds	0
DMV/Titling	3
Inspections/Surplus	6
Assisting Other Crews	2
General Maintenance	97.50
Total Labor Hours for the Month	336



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
November 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS

Title: Town Council Meeting Calendars

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Informational Item

Explanation:

Meeting Calendars for November and December 2022

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Town Council Meeting Calendar - November 2022

Attachment 2. Town Council Meeting Calendar - December 2022

NOVEMBER

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
		1 <u>*Department CIP Requests Due</u>	2	3 Altavista <u>Business Expo</u> 5pm @ YMCA Sponsored by Chamber	4	5
6 Daylight Savings Time Begins	7 <u>Planning Commission</u> 5pm	8 <u>Council Meeting</u> 6pm *Council Receives Draft CIP	9	10	11 Veterans Day	12
13	14	15 <u>Recreation Committee</u> 5:30pm	16	17	18	19
20	21	*22 <u>Council Work Session</u> 5pm	23	24 <u>Thanksgiving Day</u> Town Offices CLOSED Giblet Jog-English Park	25 In Observance of <u>Thanksgiving</u> Town Offices CLOSED	26 Shop Small Altavista
27	28	29	30			NOTES: *November 22nd: AEDA Meeting 8:15 am

DECEMBER 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
NOTES: In December, there is no EDA meeting or Council Work Session				1 <u>TOA Managers and Directors</u> Training 10am-12pm	2	3 Altavista <u>Christmas</u> Parade 5pm
4	5 <u>Planning Commission</u> 5pm	6	7	8	9	10
11	12	13 <u>Council Mtg.</u> 6pm (CIP Discussion)	14 <u>Town Employee Christmas Dinner</u> @Train Station 11am-2pm	15	16	17
18	19	20	21	22	23 Town Offices <u>CLOSED</u> In Observance of <u>Christmas</u>	24
25 <i>Merry Christmas</i>	26 Town Offices <u>CLOSED</u> In Observance of <u>Christmas</u>	27 Town Offices <u>CLOSED</u> In Observance of <u>Christmas</u>	28	29	30	31